



ARKANSAS WORKFORCE DEVELOPMENT BOARD

FULL BOARD MEETING

**POULTRY FEDERATION
321 S VICTORY ST
LITTLE ROCK, AR 72201**

AGENDA

**SEPTEMBER 26, 2023
10 A.M. - 1:30 P.M.**



Arkansas Division of
**Workforce
Services**

AGENDA

September 26, 2023



ARKANSAS WORKFORCE DEVELOPMENT BOARD FULL BOARD MEETING

10:00 a.m. -2:00 p.m.

Call to Order Thomas Anderson, Chairman
Roll Call.....Board Staff

Agenda Item 1: ACTION

Minutes of May 3, 2023 Full Board Meeting Thomas Anderson, Chairman

Agenda Item 2: ACTION/INFORMATIONAL- REPORTS

- Report of Chairperson Thomas Anderson, Chairman
 - Executive Committee Report/Ratification of Actions/Approval of Minutes from June 15, 2023
 - Executive Committee Report/Ratification of Actions/Approval of Minutes from August 4, 2023
 - Executive Committee Report/Ratification of Actions/Approval of Minutes from August 18, 2023
- Report of DirectorDr. Charisse Childers, Director
Arkansas Division of Workforce Services
- Report of Staff..... Eddie Thomas, Employment Assistance - Assistant Director
Arkansas Division of Workforce Services
 - Updates:
 - USDOL Monitoring Report- Arkansas Title I & Title III
 - [Equity Report](#)
 - WIOA Evaluation
 - Local Workforce Development Board Certifications
 - One-Stop Center Certification Applications
 - Regional & Local Plan Modifications

Agenda Item 3: INFORMATIONAL

CiviForm Common Intake/Research Improving People's Lives (RIPL) DOORS Platforms
Robert McGough, Chief Data Officer- TSS/Arkansas Division of Information Systems

Agenda Item 4: INFORMATIONAL

Governor’s Workforce Strategy Strategic PlanningMike Rogers, Chief Workforce Officer
Office of Governor Sarah Huckabee Sanders

Agenda Item 5: INFORMATIONAL

(WORKING LUNCH)

Central Arkansas Workforce Region Collaborations

WJ Monagle, Executive Director - Little Rock Workforce Development Board

Carmen Edwards, Director of Workforce Program Administration, Central Arkansas Planning & Development District
Central Arkansas Workforce Development Board

Agenda Item 6: INFORMATIONAL

Reimagine Arkansas Workforce Grant.....Shenaye Johns, Project Director
Arkansas Division of Workforce Services

Jamie K. Loftin, Assistant Vice Provost for Distance Education Administration
University of Arkansas Global Campus (UAGC)

Dr. Angee Valentine, Director of ReImagine Arkansas Workforce Program
Shorter College

Agenda Item 7: INFORMATIONAL

WIOA Partner Updates

- Title I - Workforce Development Activities *Eddie Thomas. Assistant Director*
- Title II - Adult Education *Dr. Trenia Miles, Director*
- Title III - Wagner-Peyser/Employment Services *Dr. Charisse Childers, ADWS Director*
- Title IV - Arkansas Rehabilitation Services *Joseph Baxter, Commissioner*
- Title IV - Services for the Blind *Dr. Cassandra Williams, Director*

Board Open Discussion

Public Opportunity to Address the Board

Announcements

Adjournment

Policies/Issuances for Review

[PY 23-01 HHS Poverty Guideline and U.S. Department of Labor \(DOL\) 70% Lower Living Standard Income Level \(LLSIL\) Information \(002\)](#)

[PY 23-02 Annual Funding Allocations Issuance
ADWS WIOA PY23 FY24 Subgrant Numbers by LWDA](#)

[PY 23-03 National Dislocated Worker Disaster Issuance](#)

[PY 23-04 Required Local ITA Policies and Procedures Issuance](#)

**Next Full Board Meeting:
Tuesday, November 7, 2023
Hot Springs Convention Center**



<https://dws.arkansas.gov/workforce-services/workforce-innovation-wioa/2023-wioa-partners-meeting/>

MINUTES
ARKANSAS WORKFORCE DEVELOPMENT BOARD
May 3, 2023

The Arkansas Workforce Development Board convened on May 3, 2023, beginning at 10:03 a.m. The meeting was conducted in person. Chairman Tom Anderson presided with the following members voicing their presence: Mr. Thomas Anderson, Commissioner Joseph Baxter; Mr. Len Blaylock, Ms. Karen Breashears, Mr. Miles Crawford, Dr. Charisse Childers, Judge Brandon Ellison, Mr. Randy Finegan, Mr. William French, Mr. Mike Rogers, proxy for Governor Sanders, Rachel Mize, Ms. Candice Lawrence, Ms. Latanyua Robertson, Mr. Brian Marsh, Dr. Trenia Miles, Mr. George Nunnally, Mr. Justin Majors, proxy for Mr. Clint O'Neal, Mr. Kelly Sharpe, Mr. Robert Thorne, and Dr. Megan Lamb, proxy for Dr. Cassandra Williams.

Mr. Randy Henderson, Ms. Abby Houseworth, Ms. Rebecca Ives, Ms. Holley Little, Ms. Julie Roberson, Ms. Shana Chaplain, Mayor James Sanders, and Mr. Charles Johnson were unable to attend.

A quorum was established.

Chairman's Opening Comments: Chairman Anderson moved to the first agenda item.

Agenda Item 1-ACTION-Full Board Meeting Approval: Chairman Anderson asked if there were any revisions/corrections that needed to be made to the February 21, 2023 minutes.

Hearing none, a motion was made by Justin Majors to approve the minutes and seconded by Robert Thorne. The motion carried unanimously with none opposed.

Agenda Item 2-INFORMATIONAL

Chairman's Report- Chairman Anderson acknowledged the state's Chief Workforce Officer- Mr. Mike Rogers, former AWDB Director, Mr. Arnell Willis and thanked Gan Nunnally for helping to host the meeting in Bentonville, AR.

Director's Report- Dr. Charisse Childers acknowledged senior executive staff of ADWS. She continued by sharing her goals of serving employers by connecting jobseekers to available job opportunities and through training and upskilling. Dr. Childers shared the national priorities of USDOL, focusing on four pillars of workforce development. She concluded by reporting the current unemployment rate and labor participation rate and challenged the AWDB and agency representatives to engage in activities that will help put Arkansans back to work. Ms. Lawrence and Mr. Crawford asked follow-up questions concerning staffing and available jobs within the workforce centers.

Report of Staff- Assistant Director, Eddie Thomas provided the board with updates related to the WIOA Title I-B program. Mr. Thomas gave a brief overview of three major projects that the local workforce development boards are working on: Local Board Certification, One Stop Center Certification and Regional & Local Plan modifications. Mr. Thomas also provided an overview of WIOA PY 23 allotments for Title I & III. He concluded by explaining the methodology behind grant awards to states and how WIOA formula funding is calculated.

Report of the Board Director- Director Brown spoke on changing the narrative of what success looks like. Secondly, he discussed how we can find ways to identify what success looks like to the individual we are helping. Lastly, he discussed how we can continue working to increase labor force participation. Director

Brown opened the floor to Ms. Candice Lawrence and Mr. Miles Crawford to discuss their presentation on looking at the local workforce centers from the outside in with the local office managers.

Chairman Anderson opened the floor for comments to Ms. Candice Lawrence and Mr. Miles Crawford.

Agenda Item 3-INFORMATIONAL- Committee Reports: Chairman Anderson reported that the Executive Committee did not meet.

Strategic Planning Committee: Ms. Karen Breashears reported that the strategic planning committee has added new members. Topics discussed at the meeting:

- 1) Common themes across the workforce centers
- 2) Minimum standard that all workforce centers adhere to
- 3) Bringing in new business

Performance Committee: Mr. Len Blaylock provided the update on the committee in Ms. Houseworth's absence. Topics discussed at the meeting:

- 1) Evaluating performance of the One Stops
- 2) Identifying ways to overcome barriers to access
- 3) Efficiency in digital efforts-engagement with Robert McGough

Director Brown announced that the next committee meeting would be a joint meeting with the Strategic Planning Committee and the Performance Committee to discuss item 3 further.

TANF Committee: Mr. Gan Nunnally discussed proposal changes to the TANF eligibility policy and provided an update on federal and state legislation. Congress passed the Consolidated Appropriation Act of 2023 enacted December 29, 2020. It extended channel funding to September 30, 2023. Provided information on legislative acts that affect the TANF program. Act 266 shortened the time span for TEA and Work Pays from 24 to 12 months. Act 832 transfers the TANF program from DWS to DHS effective July 1, 2023.

Chairman Anderson opened the floor for questions.

Agenda Item 4-INFORMATIONAL- Mike Rogers-Chief Workforce Officer: Chief Rogers discussed three topics of discussion.

- 1) Governor Sanders' workforce strategy
- 2) Identifying barriers and becoming a more effective workforce
- 3) Being imaginative; moving beyond where we are presently

Mike Rogers opened the floor for questions and provided responses to the members.

Agenda Item 5- ACTION-ReImagine Arkansas Workforce Grant: Mr. Thomas provided an update on the ReImagine Arkansas Workforce Grant. The grant is provided by the U.S. Department of Education, and it was awarded for three years to the Arkansas Workforce Development Board to serve individuals impacted by COVID. Two subrecipients of the grant are the University of Arkansas and Shorter College. The grant amount was a little over \$13 million dollars. Dr. Valentine, from Shorter College provided a presentation on how the funds of the ReImagine Grant are currently being used. Ms. Mandy Epley from the University of Arkansas presented a video of their program's usage of the ReImagine Grant funds.

Chairman Anderson opened the floor for questions. Board members asked several questions regarding the effectiveness of the program with answers provided by Dr. Valentine and Ms. Mandy Epley. Chairman Anderson charged AD Thomas with following up with the staff at the University of Arkansas to get answers to the members questions regarding the presentation. The board agreed to schedule an executive committee at a later date to discuss requesting a one-year no cost extension for the grant.

Agenda Item 6- INFORMATIONAL-Arkansas 211: Mr. Dallas Mud provided an overview of Arkansas 211 program. Arkansas 211 is a twenty four hour, seven days a week information and referral hotline. At the end of his presentation, Mr. Mudd opened the floor for questions, and he answered questions from the members.

Agenda Item 7- INFORMATIONAL- Upscale Northwest Arkansas: Ms. Carol Morales provided an overview of the Upscale Northwest Arkansas Program. Ms. Morales provided a brief historical background of the program and discussed program eligibility requirements. At the end of her presentation, Ms. Morales opened the floor for questions, and she answered questions from the members.

Agenda Item 8-INFORMATIONAL-WIOA Partners Update: For the sake of time, Chairman Anderson asked the core partners to forego their presentations during this meeting. The board meeting packet contains information regarding each partners' report.

Agenda Item 9-INFORMATIONAL-Northwest Arkansas Workforce Board: Ms. Patty Methvin, Workforce Director, discussed the disparities across the counties in Northwest Arkansas and shared several promising practices occurring in the workforce region.

Public Speaking Opportunity: Chairman opened the floor for public comment; Mr. Dennis Williamson provided remarks on behalf of the Western Arkansas Workforce Development Board and asked the board to support reverse jobs fairs initiatives.

Adjourn: Chairman Anderson asked for a motion to adjourn the meeting. A motion was made by Robert Thorne and seconded by Judge Brandon Ellison. The motion carried unanimously with none opposed. Meeting adjourned at 2:30p.m.

Thomas Anderson, Board Chairman
Arkansas Workforce Development Board

Charisee Childers, Director
Arkansas Division of Workforce Services

*Minutes recorded by Eddie Thomas/Victoria Hall
Arkansas Division of Workforce Services Staff*

MINUTES
ARKANSAS WORKFORCE DEVELOPMENT BOARD- Executive Committee
June 15, 2023

The Arkansas Workforce Development Board- Executive Committee convened on June 15, 2023, beginning at 10:03 a.m. The meeting was conducted virtually. Chairman Tom Anderson presided with the following members voicing their presence: Mr. Tom Anderson, Mr. Miles Crawford, Ms. Candice Lawrence, Judge Brandon Ellison, Ms. Karen Breashears, Mr. Justin Majors, proxy for Mr. Clint O'Neal. A quorum was established.

Governor Sarah Sanders, Mr. William French, and Commissioner Joseph Baxter were unable to attend.

Chairman's Opening Comments: Chairman Anderson moved to the first agenda item.

Agenda Item 1 – ACTION – Stipend Payments: Chairman Anderson recognized Director Chad Brown. Mr. Brown stated that at the first board meeting of the year, the AWDB approved a resolution for board members to receive a stipend, however an amount was not approved at that time. Mr. Brown explained that the previously approved rate was \$110. He further explained that an amount would need to be decided and approved and made retroactive back to January 2023.

Chairman Anderson opened the floor for questions and asked for a motion after hearing no questions.

Hearing none, a motion to approve the board member stipend amount of \$110, retroactive to January 2023, was made by Ms. Candice Lawrence, followed by a second motion by Ms. Karen Breashears. The motion carried unanimously with none opposed.

Agenda Item 2 – ACTION – ReImagine Grant Extension Chairman Anderson provided a summary of the May 2023 Full Board meeting and discussions related to the ReImagine grant. Mr. Anderson stated that the full board tabled a decision to approve a request for a one year no-cost extension and deferred the decision to the Executive Committee. Chairman Anderson recognized Assistant Director Eddie Thomas to provide an overview of the current status of the grant.

Mr. Thomas explained that the grant period is a three-year timeframe that ends on September 30, 2023 and shared objectives of the meeting. He then recognized Ms. Shenaye Johns, ReImagine Project Director and asked that she share more details about the grant.

Ms. Johns stated the purpose of the grant and provided a detailed report of performance rates and program outcomes. Mr. Doss Burgess, ADWS Grants Manager was recognized and provided a detailed budget report of the grant's financial activities including state expenditures, subrecipient expenditures and remaining balances on the grant. Ms. Johns and Mr. Burgess asked if there were any questions.

Mr. Miles Crawford asked for clarity on the number of completers in the performance report. He stated that based on the report it seemed as if neither subrecipient was performing well based on percentages. Ms. Johns and Mr. Thomas explained that goals for each subrecipient was based on negotiated performance levels and differed based on the grant award.

Ms. Candice Lawrence asked which subrecipient requested an extension. Based on her understanding from the previous meeting, Shorter was requesting an extension but UAGC was indifferent. Director Brown explained that both subrecipients would be subject to participate if the extension was granted. Ms. Lawrence asked if the floor was open for discussion. Mr. Thomas confirmed that staff was prepared to answer any

questions at that time. Ms. Lawrence expressed her concerns with the overall outcomes of the grant and stated that based on the information provided, it might not be a good idea to extend the grant. Mr. Crawford agreed and stated that the board has a fiduciary responsibility to be good stewards of funds, thus an extension would not be a good use of funds. Mr. Justin Majors asked staff to explain the purpose of the grant and stated that if the objective of the grant was to assist individuals in finding jobs during the pandemic, then that may no longer need to be a focus, post-pandemic. He suggested that this may be the reason for low performance. Mr. Crawford agreed and asked if there was data to show the number of participants who found employment before completing the training programs. Mr. Thomas explained that he did not believe this data was available but shared that subrecipients hired retention specialist mid-way through the grant and could possibly be tracking this information now. Mr. Thomas shared that the extension would be a no-cost extension which allowed for an extra year of grant activity but no additional funds would be awarded to the state. He also explained that during the pandemic states received an influx of funds that were designed to provide comparable training opportunities as the ReImagine grant, thus creating competition amongst similar programs.

Mr. Thomas informed the board that there was another issue that required disclosing. The issue was related to the Idatify LLC contract between UAGC and the vendor. Thomas shared that state staff identified possible procurement and contract issues related to contract start and end dates and payment schedules, which could lead to questioned and disallowed costs. Mr. Thomas explained that the issues have been raised to the subrecipient and all parties have been discussing options for resolution. He then stated that next steps would be to vote to accept or deny the extension request and then present that decision to the US Department of Education.

Ms. Karen Breashears asked if there were plans to produce better results or if extending the grant would be “business as usual.” Mr. Crawford, Judge Brandon Ellison, and Ms. Lawrence asked for more clarity on the Idatify contract and its services. Ms. Johns stated that the amount of questioned costs appeared to be \$445,000. Ms. Johns also explained Idatify’s role in the grant project and additional details of the contract.

Ms. Breashears asked if the subrecipients regularly seek technical assistance in order to overcome challenges and reach their targets. She also asked if there had been other issues with the grant or subrecipients outside of performance. ADWS staff explained their role as grant administrator and a technical assistance arm for all partners of the grants.

Mr. Crawford and Ms. Breashears asked if other states are experiencing difficulty with program outcomes and if other states would be extending their grant. State staff explained that according to the DOE federal project officer, Arkansas is the only state that has not yet asked for an extension, despite all states struggling with performance. Ms. Lawrence and Mr. Crawford expressed their appreciation for those who wish to utilize grant funds in lieu of having them recaptured by the federal government. Both stated that their position is that if the grant has not proven to be successful and if there is no solid plan to improve outcomes, then the responsible action would be to return the funds to the federal treasury. Judge Ellison and Ms. Breashears concurred.

Mr. Thomas explained that if this grant is not extended, the agency would be committed to applying for future grants aligned with the board’s vision and mission. Board members continued discussion surrounding their views.

Ms. Breashears asked if the subrecipients were on the call and encouraged guests to provide more details if they were. Chairman Anderson opened the floor for public comments.

Hearing none, a motion was made to not extend the ReImagine Workforce grant, by Ms. Karen Breashears; followed by a second motion by Judge Brandon Ellison. The motion carried unanimously with none opposed.

Board Open Discussion: Chairman Anderson opened the floor for open discussion. Board members discussed available virtual platforms for labor exchange and resume' development services.

Public Speaking Opportunity: Chairman opened the floor for public comment, but there were none.

Announcements: Director Brown announced that the next meeting would be on August 15th at Pulaski Tech in Little Rock, AR. November 7th-9th WIOA partners will convene in Hot Springs. State board meetings are encouraged to attend.

Adjourn: As presented, Chairman Anderson adjourned the AWDB Full Board meeting on a motion made by Ms. Karen Breashears, followed by Judge Brandon Ellison making the second motion. The motion carried unanimously with none opposed. Meeting adjourned at 11:10am.

Thomas Anderson, Board Chairman
Arkansas Workforce Development Board

Charisse Childers, Director
Arkansas Division of Workforce Services

*Minutes recorded by Eddie Thomas
Arkansas Division of Workforce Services Staff*

MINUTES
ARKANSAS WORKFORCE DEVELOPMENT BOARD- Executive Committee
August 4, 2023

The Arkansas Workforce Development Board- Executive Committee convened on August 4, 2023, beginning at 9:32 a.m. The meeting was conducted virtually. Chairman Tom Anderson presided with the following members voicing their presence: Mr. Tom Anderson, Mr. Mike Rogers, proxy for Governor Sarah Sanders, Commissioner Joseph Baxter, Ms. Karen Breashears, Mr. Miles Crawford, Judge Brandon Ellison, Mr. William French, Ms. Candice Lawrence, Mr. Justin Majors, proxy for Mr. Clint O’Neal. A quorum was established.

Chairman’s Opening Comments: Chairman Anderson moved to the first agenda item.

Agenda Item 1 – ACTION – Approval of Minutes: Chairman Anderson asked board members to review the minutes of the June 15, 2023 meeting, found in the board packet.

Chairman Anderson asked if there were any corrections or additions to the minutes.

Hearing none, a motion to approve was made by Ms. Karen Breashears, followed by a second motion by Mr. Justin Majors. All members voted in favor and the motion carried unanimously with none opposed.

Agenda Item 2 – ACTION – ReImagine Grant Extension Chairman Anderson provided a summary of the June 15, 2023 Executive Committee meeting and discussions related to the ReImagine grant. Mr. Anderson stated that the executive committee voted to deny a request for a one year no-cost extension. Chairman Anderson recognized Assistant Director Eddie Thomas and Ms. Shenaye Johns, ReImagine Project Director, to provide an overview of the current status of the grant.

Mr. Thomas yielded the floor to ADWS Director, Dr. Charisse Childers for remarks. Dr. Childers thanked everyone for their time and for joining the meeting.

Ms. Johns restated the purpose of the grant and introduced ReImagine grant subrecipient presenters from Shorter College and the University of Arkansas at Global Campus.

Dr. Angee Valentine began with an overview of the presentation and introduced Shorter College President-Dr. Jerome O. Green. President Green expressed his desire to enter into a fourth year of grant and noted that Arkansas was the only state of nine states who had not requested an extension. Mr. Green addressed three major points of concern: low outcomes, fiduciary responsibility of the board, and the need to continue the grant post-pandemic.

Dr. Valentine shared information including program partners and initiatives, completion rate plans, retention strategies, employment rate plans and employer partnerships through a grant with Winrock International. Dr. Valentine introduced internship partners and program participants who shared their success stories.

Dr. Tara Dryer with the University of Arkansas at Global Campus asked to address and clarify information included in the previous meeting minutes. Dr. Dryer stated that the Idafy contract served both UAGC and Shorter College and explained that the contract end date was extended further that the grant period of performance so that participants could receive resume’ development services, even after the grant ended. Ms. Dryer continued by making a point that she felt that the performance reports and outcome data that was

shared with the board was not accurate. She provided examples to support her claims, including the data collection methods used to report outcomes. She concluded by sharing that her intentions were to address any questions that the board may have for UAGC versus presenting information about her institution's program.

Mr. Eddie Thomas stated that the presentations by subrecipients had concluded and turned the meeting back over to Chairman Anderson. Chairman Anderson thanked all presenters and asked if there were any questions or comments from the board.

Mr. Miles Crawford asked for clarity on UAGC's intent to request an extension. Dr. Dryer explained that in May 2023, UAGC's position was that the institution was not requesting an extension but was open to a discussion. Mr. Thomas explained that in a monthly meeting following the June Executive Committee meeting, both subrecipients verbally asked for an extension and Shorter College followed up on the request by submitting an official letter. Mr. Crawford shared his frustration concerning miscommunication between ADWS and the subrecipients. Mr. Crawford continued by sharing his frustration with claims that the data and reports, shared by ADWS, were inaccurate and incomplete. Ms. Karen Breashears voiced the same concerns and asked if measures had been taken to address any discrepancies in reporting.

Mr. Thomas interjected by providing more clarity on ADWS' data collection and reporting procedures and respectfully disagreed with Dr. Dryer's claim that the data and reports were inaccurate. He yielded the floor to Ms. Shenaye Johns, and Ms. Beverly Lovett, ADWS staff who work closely with ReImagine performance and data. Ms. Johns offered her concurrence and explained that ADWS reconciles reporting data sometimes weekly in collaboration with Shorter College and UAGC. Ms. Johns also explained that the data is submitted directly from the subrecipients and compiled into one spreadsheet that is submitted to the US Department of Education. Ms. Lovett further described the efforts that ADWS has made to provide technical assistance and training on reporting requirements. Dr. Dryer expressed that her perspective was different from what ADWS shared and requested wage data from ADWS. Mr. Thomas and Ms. Johns reminded Dr. Dryer that a signed data sharing agreement would need to be fully executed prior to honoring that request. Dr. Valentine asked if Shorter College could proceed with wage sharing, considering Shorter's data sharing agreement had been submitted. Mr. Thomas confirmed that ADWS would proceed with Shorter's request.

Mr. Crawford, based on real-time data and a possible discrepancy in reporting, made a motion to table the decision until more data could be provided. A second was made by Mr. Justin Majors. Chairman Anderson confirmed the motion and second and asked if there were any discussion from the floor.

Ms. Candice Lawrence asked if delaying the vote would yield more time to gather data before the end of the grant. Mr. Thomas responded and mentioned that it might be likely with Shorter College but he could not confirm at timeline with UAGC, due to no data sharing agreement being in place. Ms. Breashears asked both subrecipients if newer data would realistically change the outcomes. UAGC and Shorter could not confirm but stated that a significant change is anticipated. Ms. Lawrence asked if the scope of the project grant and strategic plans would change based on newfound data. Both subrecipients confirmed yes. Ms. Lawrence acknowledged the efforts of both Shorter and UAGC and congratulated the accomplishments of program participants.

Ms. Lawrence asked if the 'Idatify resume' development service could be a requirement for all program participants. Dr. Dryer stated that it was a good idea and would be considered if the grant was extended. She also explained that the 'SMART resume' is a never-ending service and participants will have access on a long-term basis. Dr. Valentine stated that all internship participants are required to complete a 'SMART resume' at Shorter.

Mr. Thomas attested that both Shorter College and the University of Arkansas Global Campus have made great strides in achieving the goals of the grant. He acknowledged the challenges that similar workforce and education grants face with serving individuals with barriers to employment. Mr. Thomas reiterated that the current scenario of the grant- if the grant is not extended for an additional year, unspent funds would be returned to the Department of Education. He asked both subrecipients to address how that would impact their goals, their students, and their communities. President Green and Dr. Dryer responded by sharing what the grant has done for the state and also shared their future plans and sustainability efforts.

Chairman Anderson shared his desire to continue on with an additional year. Mr. Thomas asked subrecipients if they would be willing to provide quarterly reports to the board if the grant was extended. Both subrecipients agreed. Mr. Justin Majors challenged ADWS and the Department of Commerce to support all efforts that have been mentioned in the meeting, including improving communication among all parties and assisting in developing clear and concise reports.

Chairman Anderson stated that a motion was on the floor that had been seconded. He asked the board if they were ready to proceed with the vote or if the motion should be withdrawn. Chief Workforce Officer, Mike Rogers stated that the ReImagine grant could play a pivotal part in the Governor's Workforce Strategy and with the creation of new portals launching in October, many of today's concerns could be addressed. Dr. Charisse Childers offered a response to comments made by Mr. Majors and shared more details regarding wage reporting within ADWS.

Mr. Crawford asked for more clarity on Chief Rogers statements. Chief Rogers confirmed that ReImagine would be included in a larger workforce strategy and would be aligned with other initiatives in the state. Mr. Crawford asked fellow board members for feedback on his previous motion. Ms. Lawrence and Mr. French expressed that their willingness to make a decision today. Mr. Crawford withdrew his motion.

A motion was made to extend the ReImagine Workforce grant through a one-year no cost extension, by Ms. Candice Lawrence; followed by a second motion by Mr. William French. Judge Brandon Ellison expressed his agreement. All members voted in favor and the motion carried unanimously with none opposed.

Board Open Discussion: Chairman Anderson opened the floor for open discussion. No comments were made.

Public Speaking Opportunity: Chairman opened the floor for public comment. No comments were made.

Adjourn: Chairman Anderson adjourned the AWDB Full Board meeting on a motion made by Ms. Karen Breashears, followed by Judge Brandon Ellison making the second motion. The motion carried unanimously with none opposed. Meeting adjourned at 10:56 a.m.

Thomas Anderson, Board Chairman
Arkansas Workforce Development Board

Charisse Childers, Director
Arkansas Division of Workforce Services

*Minutes recorded by Eddie Thomas
Arkansas Division of Workforce Services Staff*

MINUTES
ARKANSAS WORKFORCE DEVELOPMENT BOARD- Executive Committee
August 18, 2023

The Arkansas Workforce Development Board- Executive Committee convened on August 18, 2023, beginning at 10:00 a.m. The meeting was conducted in a hybrid manner. Chairman Tom Anderson presided with the following members voicing their presence: Mr. Tom Anderson, Mr. Mike Rogers, proxy for Governor Sarah Sanders, Commissioner Joseph Baxter, Ms. Karen Breashears, Mr. Miles Crawford, Judge Brandon Ellison, Mr. William French, Ms. Candice Lawrence, Mr. Justin Majors, proxy for Mr. Clint O'Neal. A quorum was established. Additional members of the AWDB were present.

Chairman's Opening Comments: Chairman Anderson thanked the executive committee for their attendance and shared the objective of the meeting. He then acknowledged Dr. Charisse Childers for a welcome.

Agenda Item 1 – ACTION – Approval of Minutes: Chairman Anderson asked board members to review the minutes of the August 4, 2023 meeting, found in the board packet.

Chairman Anderson asked if there were any corrections or additions to the minutes.

Hearing none, a motion to approve was made by Mr. Justin Majors followed by a second motion by Mr. William French. All members voted in favor and the motion carried unanimously with none opposed.

Agenda Item 2 – INFORMATIONAL – Discussion of Workforce Strategy Dr. Charisse Childers provided an explanation of the WIOA State Plan and spoke on its' correlation to the Governor's workforce strategy. She introduced Chief Workforce Officer Mike Rogers and yielded the floor for a strategic planning session.

Chief Rogers provided an overview of Governor's priorities & led a discussion of strategies that should involve and be originated from the AWDB. He shared the draft workforce strategy document with board members and asked for input and feedback. After rich discussion, proposed revision and additions were raised and adopted into the strategy. Chief Rogers encouraged the board to review accompanying reports and plans and to follow-up with comments after the meeting.

Board Open Discussion: Chairman Anderson opened the floor for open discussion. No comments were made.

Public Speaking Opportunity: Chairman opened the floor for public comment. No comments were made.

Adjourn: Chairman Anderson asked for a motion to adjourn the meeting. A motion was made by Candice Lawrence and seconded by Commissioner Joseph Baxter. The motion carried unanimously with none opposed. Meeting adjourned at 11:30a.m.

Thomas Anderson, Board Chairman
Arkansas Workforce Development Board

Charisse Childers, Director
Arkansas Division of Workforce Services

*Minutes recorded by Eddie Thomas
Arkansas Division of Workforce Services Staff*

September 1, 2023

Hugh McDonald
Secretary
Arkansas Department of Commerce
1 Commerce Way, Suite 601
Little Rock, AR 72202

RE: Grant# AA-34756-20, AA-36308-21, AA-38517-22
ES-35372-20, ES-36783-21, ES-38759-22

Dear Mr. McDonald:

My staff conducted an on-site review of the Arkansas Division of Workforce Services' (DWS) Workforce Innovation and Opportunity Act (WIOA) titles I and III programs July 10-14, 2023. The exit conference was held on July 21, 2023.

The review included the program aspects of governance, state-level activities, and service delivery of the Adult, Dislocated Worker, Youth, and Wagner-Peyser programs administered by DWS.

The enclosed report identifies three compliance findings. I would appreciate a response to the findings within 45 calendar days from the date of this letter. Your response should include the corrective actions taken, and planned actions with timeframes. Please send your response to R04RADAL@dol.gov with a copy to Felecia Aycock Blair, Federal Project Officer, at blair.felecia@dol.gov.

Please thank staff for their cooperation during the review. If you have any questions, please contact Felecia Aycock Blair at (972) 850-4643 or me at (972) 850-4600.

Sincerely,



NICHOLAS E. LALPUIS
Regional Administrator

Enclosure

EXECUTIVE SUMMARY

The U.S. Department of Labor, Employment and Training Administration (ETA) conducted an on-site review of the Workforce Innovation and Opportunity Act (WIOA) titles I and III programs administered by the Division of Workforce Services (DWS). The program aspects of the review included governance, state level activities, and the service delivery of the WIOA Adult, Dislocated Worker, Youth, and Wagner-Peyser programs.

This report contains information on program quality and compliance. Findings indicate activities not compliant with statutes, regulations, and Departmental guidance. This report identifies three compliance findings.

Finding #1: State Board

Finding #2: WIOA Monitoring

Finding #3: Employment Service (ES) Complaint System

This report documents the issues substantiated during the review; there is no assurance that other issues do not exist.

SCOPE OF REVIEW

Dates of Review

July 10, 2023 – July 14, 2023

Date of Exit Meeting

July 21, 2023

Sites Visited

Little Rock, Arkansas

Arkansas Workforce Center at Conway, Arkansas

Mobile Units Storage Facility, Little Rock, Arkansas

ETA Reviewers

Felecia Aycock Blair, Federal Project Officer

Cliff Atkinson, Regional Performance Specialist

DWS Attendees at Exit Meeting

Jay Bassett, Deputy Director, External Operations

Eddie Thomas, Assistant Director

Beverly Lovett, Deputy Assistant Director

Stephanie Blair, Program Operations Manager

Tanya Plunkett, Director of Internal Audit

Patrenna White, Equal Opportunity Officer

Bernard Pighee, Equal Opportunity Manager

Cindy Uhrynyszcz, Associate General Counsel

Thomas Pittman, Senior Auditor

Angela Cook, Audit Coordinator

Purpose of the Review

The purpose of the review was to determine whether the programs were compliant with Federal requirements, assess if policies and procedures were in place to produce quality program outcomes, identify areas in need of technical assistance, and collect promising practices.

Grant/Programs Reviewed

WIOA titles I and III programs

Time Period for Data Covered in Review

July 1, 2020 – present

Tools Used for Review

ETA Core Monitoring Guide

BACKGROUND

WIOA became law on July 22, 2014, to help job seekers access employment, education, training, and supportive services to succeed in the labor market, match employers with the skilled workers to compete in the global economy, and for other purposes.

DWS administers WIOA titles I-IV programs, Unemployment Insurance, Jobs for Veterans State Grants, and other programs. DWS provides these services through ten local workforce development areas and 23 Arkansas Workforce Centers.

For the rolling four quarters ending March 31, 2023, DWS is on track to meet or exceed its negotiated goals on all WIOA core measures except for the Adult, Dislocated Worker, and Youth credential attainment and Adult measurable skill gains measures. For the same period, DWS reported serving 1,110 Adults, 191 Dislocated Workers, 713 Youth, and 60,979 Wagner-Peyser participants.

Progress towards meeting or exceeding unadjusted negotiated levels is viewed as an indicator of the State's ability to meet its final year-end goals adjusted by the statistical model after completion of the program year (PY).

WIOA Titles I and III Performance Indicators								
WIOA Performance Indicators PY 2022	Adult		Dislocated Worker		Youth		Wagner-Peyser	
	Negotiated Goals	Actual Results	Negotiated Goals	Actual Results	Negotiated Goals	Actual Results	Negotiated Goals	Actual Results
Employment Rate 2 nd Qtr. after Exit	83.0%	78.7%	83.0%	82.4%	73.0%	75.9%	69.5%	68.4%
Employment Rate 4 th Qtr. after Exit	82.0%	78.3%	85.0%	77.3%	76.0%	75.5%	69.5%	67.7%
Median Earnings 2 nd Qtr. after Exit	\$6,649	\$7,229	\$7,227	\$8,910	\$3,700	\$3,734	\$5,477	\$6,290
Credential Attainment Rate	81.0%	65.1%	79.0%	65.1%	62.0%	46.0%		
Measurable Skill Gains	71.0%	62.7%	68.5%	77.3%	59.0%	69.6%		

COMPLIANCE FINDINGS

Finding #1: State Board

The state board is non-compliant with WIOA requirements as follows:

- The membership composition does not include a business majority and 20 percent representatives of the workforce within the state;
- The bylaws do not address the minimum requirements of the nomination process, term limitations and how the term appointments will be staggered, the process to notify the Governor of vacancies, the use of technology, and the process to ensure members actively participate in convening workforce system stakeholders; and
- The following functions are not conducted by the board: development and continuous improvement of the one-stop delivery system and development of strategies for technological improvements to facilitate access to and improve the quality of services and activities provided through the one-stop delivery system.

Without a WIOA-compliant state board, DWS and the board members are unable to strategically lead and convene stakeholders, ensure continuous improvement, and operate and administer WIOA-compliant programs and services.

WIOA sec. 101(b)(1), and 20 CFR § 679.110 stipulate the state workforce development board requirements, while 20 CFR § 679.110(d) outlines the minimum criterion for the state board by-laws. 20 CFR § 679.130(c) and (g) stipulates the required functions of the state board to develop and improve the one-stop delivery system and strategies for technological improvements to improve the services and activities of the one-stop delivery system.

Corrective Action: DWS must conduct the following:

- Submit a membership roster that complies with the requirements above;
- Revise and submit its bylaws;
- Carry out the functions listed above and submit a plan with a timeline to complete this process; and
- Train its state board members of the state board functions, revised bylaws and submit the training materials.

Finding #2: WIOA Monitoring

DWS does not monitor its titles I and III program activities because it does not have a process in place to monitor the activities. By not monitoring WIOA program activities, Federal funds are vulnerable to misuse and DWS cannot assure compliance with rules and regulations.

20 CFR § 683.410(a) stipulates each recipient and subrecipient of funds under WIOA and Wagner-Peyser must conduct regular oversight and monitoring of its WIOA and Wagner-Peyser Act programs and those of its subrecipients and contractors as required under title I of WIOA and the Wagner-Peyser Act.

Corrective Actions: DWS must develop a process to monitor its titles I and III program activities and submit a monitoring plan with timeframes.

Finding #3: ES Complaint System

DWS does not have an ES Complaint System as required by WIOA. Although DWS has a Local Office Manager Manual, it is dated and does not address the ES Complaint System. By not having a formal ES Complaint System in place, DWS does not have a process and mechanism in place to review and resolve ES related complaints.

20 CFR § 658.410 requires states to establish and maintain a complaint system.

Corrective Action: DWS must establish and maintain an ES Complaint System, update its Local Office Manager Manual to reflect the complaint system process, and submit the revised manual.

Arkansas WIOA Equity Analysis Program Year 2021

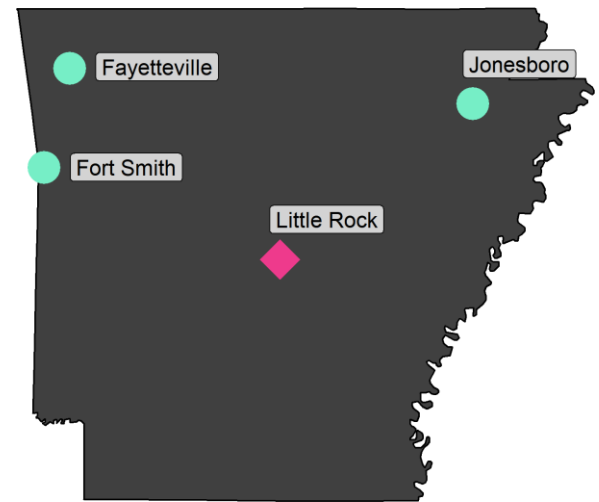
Employment and Training Administration (ETA)

Office of Policy Development and Research (OPDR)

Division of Data Analytics and Strategic Planning (DASP)

July 28, 2023

- [Overview](#)
- [Data Quality](#)
- [System Reach](#)
- [Services](#)
- [Outcomes](#)
- [Relationship: Services & Outcomes](#)
- [Methods](#)



About

This report examines data quality, system reach, and differences in access to services and outcomes between demographic groups for WIOA core programs in Arkansas. These analyses were produced in response to Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government.

This report focuses on program year (PY) 2021 data for the WIOA Adult, Youth, Dislocated Worker, and Wagner-Peyser programs in Arkansas. Comparisons to national-level data are included where appropriate. See the Employment and Training Administration website to [learn more about WIOA](#) and the programs in this report.

The report is organized to display the following equity-related data in the tabs above:

- **Data Quality** - This section shows the completeness of reported demographic and occupation data.
- **System Reach** - This section shows the makeup of program participants
- **Services** - This section shows the differences in services received by demographic groups. It includes information on select services, model estimates that show differences when controlling for other demographic elements and barriers, and information on training occupations.

- **Outcomes** - This section shows the differences in outcomes obtained by demographic groups. It includes information on WIOA outcomes and model estimates that show differences when controlling for other demographic elements and barriers.
- **Relationship: Services & Outcomes** - This section shows the differences in outcomes obtained by demographic groups when accounting for the level of services received. It includes information on the relationship between services and outcomes and model estimates that show differences when controlling for other demographic elements and barriers.
- **Methods** - This section provides technical details about the data and report. It includes information on analysis decisions, business rules applied, data treatments, and modeling methods.

Click on the tabs at the top to navigate to these different topics.

When reviewing the report, there are several important factors to keep in mind:

- **The reports are not an equity scorecard.** The reports do not grade states' performances or assign subjective values to the trends shown in the reports.
- **The reports are not prescriptive.** Individuals using the reports will need to provide independent thought and follow-up consideration for anything seen in the reports.
- **The reports cannot be used to compare states.** To accurately compare states, more information (including external factors beyond states' control) would be required for a fair comparison.
- **Data in the reports may not exactly match records elsewhere.** Further details on the data used in these reports are available in the Methods section.
- **Some states have small counts of demographic groups.** If a group has a very low count, less confidence should be placed in findings for that group. Counts can be found in data tables near each chart within the reports.
- **PY21 was a pandemic year.** The PY21 reports do not provide trends over time, but it is possible that the pandemic created and/or exacerbated previously existing inequities within a state. If something noteworthy is seen in the reports, consideration should be given to this.
- **The reports' "equity scope" is not definitive.** Not all underserved communities are currently represented in these reports. When possible, future editions will broaden their scope to be more informative and inclusive.

For more information on how to use and interpret the state equity reports, please refer to the supplemental guide.

Possible Future Additions

This is the first version of this report and our goal is to refine it in future iterations as we update it with more recent data.

Some additions we are currently considering:

- Adding additional analysis and context in regards to the impacts of the occupation training different participants are receiving.
- Including information on a developed equity index that will help allow for high-level comparisons of differences between different demographic services and outcomes.
- Showing how a state compares to peer states in addition to national data comparisons.
- Adding trends over time for some analysis topics as appropriate.

If you have ideas on changes and additions that you would like to see, please contact us via the method described below.

Contact and Feedback

We welcome any feedback you may have on this report. Our goal is to provide comprehensive and actionable information on how equity is reflected in collected WIOA program data. Please contact us if you have any feedback about how we can make this product better (e.g., things you liked, features you would like to be added, potential errors you discover, etc.) by filling out this [feedback form](#).

ATTACHMENT #4

The Contractor will work closely with ADWS, the Arkansas Workforce Development Board, and workforce partners throughout the evaluation process, and will implement processes and procedures necessary to ensure that accurate and relevant data are used for evaluation purposes.

For each assigned local area, contractors will interview leadership to identify partner programs and non-profits that collaborate with the Workforce Centers. For these partners, the contractor will document and report on the existence of memoranda of understanding between the ADWS and partners, written referral procedures, documentation of training for partners regarding the services provided or alternative print materials to assist in collaboration OR, an alternative method to refer clients between the partners effectively.

The contractor will research and identify entities in the assigned local areas that provide services to the specific targeted populations required in the Bid Solicitation Document (See Appendix A).

For all programs identified as Workforce Innovation and Opportunity Act (WIOA), Wagner-Peyser Act Employment Service programs, and Adult Education and Family Literacy Act (AEFLA) programs, the Contractor will identify, from a sampled participant list, whether clients were referred or co-enrolled in other programs, and will develop case studies on effectiveness of identifying and closing Skills-Gaps. The Contractor will interview staff for examples of skills-gap identification on either the occupation level, the demand level, or the skill-level based on interaction with an employer and will determine the services that were provided to address the skills-gap. The Contractor will also assess and report on the effectiveness of the services in achieving the objective using surveys, and interview techniques.

The Contractors will review a sample of Arkansas Workforce Centers against the State's certification policy and applicable laws and regulations for six centers (four comprehensive and two affiliate centers). Each of the six centers will be located in different Local Workforce Development Areas.

Contractors will conduct a customer service survey for exiting participants of WIOA Title I and Title III sampled over the most recent 12 months available.

ATTACHMENT #5

Objective 2: In the Comprehensive Centers for the 3 Local Areas selected for sampling, the Contractor will report case studies on effectiveness of identifying and serving individuals from targeted populations.

Objective 3: In the Workforce Centers assigned for the study, evaluate the extent to which innovative tools as well as emerging and current technology are used to enhance service delivery.

Objective 4: Review a sample of Arkansas Workforce Centers against the State's certification policy and applicable laws and regulations for four comprehensive centers and two affiliate centers. Each of the six centers selected will be located in different Local Workforce Development Areas.

Objective 5: Conduct a statewide customer service survey for business customers of WIOA Title I and Title III receiving services over the most recent 12 months available.

Objective 6: Review existing policies and procedures in Arkansas and in other states and make recommendations for changes that will lead to optimal efficiency in the provision of services in the state in the following areas:

Objective 6 – a: Geographic alignment; do workforce center locations provide optimum access for customers, both businesses and individuals, related to public transportation, urban vs. rural communities and other considerations?

Objective 6 – b: Demographic alignment; do workforce center locations provide optimum outreach and access to priority and underrepresented populations as identified in the state's data measures?

Objective 6 – c: Fiscal considerations; given rising costs associated with brick-and-mortar operations, what cost effective models can be implemented virtually to maintain the quality of services to our customers? How do we strike a balance between virtual and in-person services that ensures continued quality of services while lessening the financial impact of maintaining physical spaces?

Objective 7: Conduct additional research in Jefferson, Crittenden, Cross, Phillips, and St. Francis Counties in Arkansas. According to the American Community Survey (ACS), these counties have unemployment rates in excess of 4.5%, compared to the current statewide rate of 2.8%. The Contractors will attempt to document the factors that are responsible for this excessive unemployment rate and will make recommendations for change.

DELIVERABLES/PRESENTATION OF MATERIAL:

Written reports detailing project activities, methods of data collection, and data analysis will be provided to ADWS at designated times. These reports include: (1) Progress reports provided monthly and upon completion of major parts of the project as stated in the scope of work; (2) An Executive Summary which summarizes the major findings and recommendations; and (3) A Final Report which includes: background information, methodology used in the project, study findings, a discussion of the implications, and recommendations.

The Executive Summary and Final Report will be provided in print, disk, and electronic formats. Both the Executive Summary and Final Report will be appropriately bound to enhance access to the material. The data and the analysis of the data will be presented in charts, graphs, and tables, and in other configurations that promote access to and understanding of the information. Sample survey questions

will be included in the Final Report to assist in providing an understanding of the information presented. The Contractor will provide a sufficient number of reports to meet the needs of ADWS.

The contractor will provide evaluation status reports on a monthly basis on overall project goals. A preliminary report is due NLT March 30, 2024 and a final report NLT June 20, 2024.



Hugh McDonald
SECRETARY OF COMMERCE

Charisse Childers, Ph.D.
DIRECTOR
DIVISION OF WORKFORCE SERVICES

September 20, 2023

U.S. Department of Education
Office of Career, Technical, and Adult Education
400 Maryland Avenue, SW
Washington, DC 20202-7100

Subject: Request for One-Year, No-Cost Extension for Reimagine Grant

Federal Project Officer Berg,

I am writing on behalf of the Arkansas Workforce Development Board, to formally request a one-year, no-cost extension for the Reimagine Grant, as awarded by the U.S. Department of Education under grant # V425G200025/Reimagine Arkansas Workforce. This grant, administered in partnership with the Arkansas Division of Workforce Services, has proven to be an invaluable resource for our community.

Since the commencement of the Reimagine Grant project, our collaboration with the Arkansas Division of Workforce Services and its' affiliates has yielded significant progress and substantial impact on the targeted objectives. The grant has enabled us to address critical challenges in workforce development, innovation, and retraining efforts within our region. The initial project timeline, however, may not provide sufficient time to fully realize the intended outcomes due to unforeseen delays caused by time lost in the first year due to the challenges encountered by commencing a new program. This one-year extension will afford us the opportunity to meet the short-term certification needs of Arkansans and supplement the workforce needs of employers throughout the state.

The extension period we are seeking is for one year, from September 30, 2023, to September 30, 2024. This additional time will allow us to comprehensively evaluate the effectiveness of the initiatives, implement necessary adjustments, and ensure the sustainability of the outcomes achieved through the Reimagine Grant. We believe that this extension will lead to enhanced outcomes and a more meaningful impact on the community we serve.

We want to assure you that the extended period will be utilized judiciously to meet the original goals and objectives set forth in the Reimagine Grant proposal. Moreover, we are committed to providing transparent reporting and documentation on the progress made during the extension period, demonstrating our dedication to achieving the desired outcomes of the grant.

We kindly request your consideration of our extension request and seek your guidance on the necessary steps to formalize this extension. We are thankful for the Department's support and the opportunities the Reimagine Grant has provided to advance workforce development efforts in our region.

Please feel free to contact Eddie Thomas, Assistant Director, or Shenaye Johns, Reimagine Project Director for any further discussions or clarifications regarding this request. We sincerely appreciate your attention to this matter and look forward to your positive response.

Attached to this request is the projected budget for year four, along with a narrative and project description.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script, reading "Charisse Childers".

Charisse Childers, Ph.D.
Director

cc: Thomas Anderson Jr., Chairman
Arkansas Workforce Development Board



U.S. DEPARTMENT OF EDUCATION
BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS

OMB Control
Number: 1894-0008
Expiration Date:
09/30/2023

Name of Applicant Organization

Arkansas Division of Workforce Services

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS

Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Project Year 6 (f)	Project Year 7 (g)	Total (h)
1. Personnel	126,324.88	476,556.81	470,205.56	338,076.80				1,411,164.05
2. Fringe Benefits	33,028.30	108,824.86	90,878.97	65,745.26				298,477.39
3. Travel	368.66	5,696.03	550.00	7,500.00				14,114.69
4. Equipment	58,534.92	0.00	0.00	0.00				58,534.92
5. Supplies	9,003.56	68,027.70	2,233.49	35,000.00				114,264.75
6. Contractual	903,500.00	0.00	455,000.00	0.00				1,348,500.00
7. Construction	0.00	0.00	0.00	0.00				0.00
8. Other	0.00	90,252.64	108,305.24	120,266.00				318,823.88
9. Total Direct Costs (lines 1-8)	1,130,760.32	749,358.04	1,117,173.26	566,588.06				3,563,879.68
10. Indirect Costs *Enter Rate Applied:	46,453.67	118,183.33	135,025.75	78,794.46				378,457.21
11. Training Stipends	254,494.76	3,092,490.06	3,318,233.07	2,067,439.58				8,732,657.47
12. Total Costs (lines 9-11)	1,431,708.75	3,960,031.43	4,570,432.08	2,712,822.10				12,674,994.36

***Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? **NO.** *The answer is no, none of the other options apply to DWS as we have a Public Assistance Cost Allocation Plan (PACAP) as required by 45 CFR Part 75 because DWS receives TANF funding.*

(2) If yes, please provide the following information and provide a copy of your Indirect Cost Rate Agreement:

Period Covered by the Indirect Cost Rate Agreement: From: (mm/dd/yyyy)

Approving Federal agency: ____ Other (please specify): The Indirect Cost Rate is

(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC? **_Yes X_ No.** If yes, you must comply with the requirements of 2 CFR § 200.414(f).

(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages? ____Yes **_X_**No. If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.

(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that: Is included in your approved Indirect Cost Rate Agreement?

Or ____ Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is _____%

(6) For Training Rate Programs (check one) -- Are you using a rate that: ____Is based on the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4))? Or ____Is included in your approved Indirect Cost Rate Agreement, because it is lower than the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4)).

**REIMAGINE ARKANSAS WORKFORCE
BUDGET AND BUDGET NARRATIVE**

Arkansas Division of Workforce Services	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3*</u>	<u>Year 4</u>	<u>Total</u>
<u>Personnel (Administrative and Program (PS))</u>	<u>Actuals</u>	<u>Actuals</u>	<u>Budget</u>	<u>Budget</u>	
Program:					
Regional Advisor Function Project Lead and Staff	4,039	18,382	16,855	37,278	87,878
Program Monitor and Staff	6,173	25,572	11,237	24,852	58,510
Total Program	10,212	45,954	28,092	62,130	146,388
Administrative:					
Fiscal Monitor	6,173	853	8,470	15,467	30,963
Fiscal Staff	2,766	384	3,805	6,949	13,904
Total Administrative	8,939	1,237	12,275	22,416	44,867
Total Program and Administrative	19,151	47,191	40,367	84,546	191,255
<u>Fringe Benefits (36.62%) (PB)</u>					
Program	4,810	18,642	5,439	20,947	49,838
Administrative	1,818	4,024	4,499	9,858	20,199
Total Program and Admin Fringe Benefits	6,628	22,666	9,938	30,805	70,037
Total PS&PB	25,779	69,857	50,305	115,351	261,292

NPS Other					
NPS Other-Supplies	2,578	4,961	2,075	5,000	14,614
NPS Other-Travel	0	0	0	5,000	5,000
Total NPS Other	2,578	4,961	2,075	10,000	19,614
Total Program and Administrative	28,357	74,818	52,380	125,351	280,906
<u>Indirect Costs</u>	4,254	1,388	12,071	27,493	45,206
<u>Total Budgeted Costs</u>	32,611	76,206	64,451	152,844	326,112
TOTAL Awarded Costs W/O Contractual					326,112
TOTAL Contract Costs					
University of Arkansas	1,204,581.88	3,342,508.53	5,541,460.59	5,541,460.59	10,088,551
Shorter College	<u>194,515.69</u>	<u>541,317.63</u>	<u>2,428,959.68</u>	<u>1,524,497.50</u>	<u>2,260,331</u>
Total Contract Costs	1,399,097.57	3,883,826.16	7,970,420.27	7,065,958.09	12,348,882
TOTAL GRANT COSTS	1,435,224.57	3,973,224.67	8,171,006.76	8,171,006.76	12,674,994

BUDGET JUSTIFICATION

Budget Planning Notes:

Year one and two actual expenditures are reported as is. For year three, calculations include nine months of actual expenditures and three months of projected expenditures. Year four budget amounts are based on the prior year's actual expenditures.

Personnel- \$261,310

ADWS Program Staff. This is a statewide project where ADWS is working with two Institutes of Higher Education (IHEs). The project requires coordination to connect new training programs to the existing workforce development infrastructure with the goal of upskilling unemployed individuals impacted by the pandemic. The Project Director/**Regional Advisor (RA)** and staff will be a functional project lead, primarily focused on connecting this project to the workforce system, including business network, provide additional program Technical Assistance, as needed, communicating with the Department of Education regarding the grant, and accumulating the reporting data provided by the grant operators, University of Arkansas, and Shorter College. The RA, acting as a functional project lead, will focus on Technical Assistance to ensure compliance with grant guidelines but also with use of the data tracking system. This line item is necessary to fulfill this role at \$87,878 cumulative for the fourth year of the grant. Year four is projected at \$37,278 with additional time allotted for staff for close out activities.

The **Program Monitor and staff** performs program monitoring of sub award recipients to review their performance under the grant and to ensure their compliance with federal and state laws and regulations. The Program Monitor travels to the site of the sub grantee

and spends several days reviewing both program and financial documentation, if possible, but may use virtual processes. For Years 1 through 4 of the grant, a total of \$58,510 is budgeted for the Program Monitor. For year four we are budgeting \$24,852. The Program Monitor and Regional Advisor will all be employees of the ADWS.

ADWS Administrative Staff. The **Fiscal Staff** will provide financial services, including processing cash requests as well as providing technical assistance regarding both fiscal reports and requirements to Shorter College or the University of Arkansas, including drafting the sub award contracts, tracking the grant budget, allocating costs, reviewing requests for payment, reconciling expenditures, reviewing, and processing purchase orders and other financial duties. Based on time and personnel spent on previous DOL grants, a total of \$13,904 for Years 1 through 4 of the grant is requested for the Fiscal Staff. For year four we are budgeting \$6,949.

ADWS' Fiscal Monitor audits program and administrative procedures for financial compliance with state and federal laws and regulations. The Monitor audits each subgrantee annually as well as conduct an internal audit of DWS annually. The Monitor also perform risk assessments for agency activities including grants. For Years one through four of the grant, DWS is requesting \$30,963 for the Monitor. Year four we are budgeting \$15,467.

(All ADWS personnel cost calculations include an estimated 2% annual merit lump sum payment)

Fringe Benefits- \$70,037

Fringe benefits are calculated at 36.62% of salary and total \$70,037 over the four-year grant period. ADWS is requesting \$30,805 for year four.

Travel- \$5,000

No Travel funds were requested from ADWS to support travel of the Program Staff and the Monitoring Staff over the first three-years grant period. Due to Covid 19, monitoring Staff conducted virtual Desk Reviews, Monitoring, and Technical Assistance as needed.

Travel for year four is planned for \$5,000 with plans to conduct on-site visits at each subrecipient's campus along with site visits to internship work sites to meet with students.

Other- \$14,614

Supplies are estimated at \$14,614 for the life of the grant, which includes \$5,000 for year four. This includes supplies for the close out activities. This estimate is based on past experience.

Indirect Costs-\$45,206

Total indirect costs planned for the grant, based on ADWS's PCAP, are planned at \$27,493 for year four and \$45,206 cumulative over the four years of the grant.

Total ADWS Budgeted-\$326,112

Total ADWS Award amount-\$326,112.00

Contractual \$13,253,344.00

University of Arkansas Subaward- \$10,088,551.00

University of Arkansas-Budget and Budget Justification

<u>Personnel - Program (PS)</u>	<u>Year 1</u> <u>Actuals</u>	<u>Year 2</u> <u>Actuals</u>	<u>Year 3*</u> <u>Budget</u>	<u>Year 4</u> <u>Budget</u>	<u>Total</u>
Program:					
Senior Managing Director (.25FTE)	12,248.97	30,087.31	32,351.77	20,000.00	94,688.05
Instructional Designers (2.5 FTE)	36,422.68	126,458.98	161,303.31	-	324,184.97
Program Coordinators (2.0 FTE)	28,666.87	60,820.19	11,378.83	-	100,865.89
Eligibility Verification Specialists (2.0 FTE)	16,627.73	64,938.41	35,207.08	36,754.00	153,527.22
Learning Support Staff (.50 FTE)	1,091.72	11,394.90	21,680.17	60,000.00	94,166.79
SME (Curriculum Design) & Part-time Staff	-	-	16,700.00	-	16,700.00
Total Program	95,057.97	293,699.79	278,621.16	116,754.00	784,132.92
<u>Fringe Benefits (PB)</u>					
Program	24,520.12	74,931.85	69,372.92	31,406.83	200,231.72
Total PS&PB	119,578.09	368,631.64	347,994.08	148,160.83	984,364.64
<u>NPS- Other</u>					
Supplies-Travel	368.66	5,696.03	550.00	1,000.00	7,614.69
Supplies- Course Supplies	6,425.38	43.72	107.18	-	6,576.28
Supplies-Other-Marketing	-	22,663.14	52,491.24	25,000.00	100,154.38

Total NPS Other Estimate	6,794.04	28,402.89	53,148.42	26,000.00	114,345.35
<u>Training Costs</u>					
Training-Scholarships	148,853.00	2,842,245.00	3,080,168.00	1,291,410.41	7,362,676.41
Total Training Costs	148,853.00	2,842,245.00	3,080,168.00	1,291,410.41	7,362,676.41
Contractual Costs-iDatafy Contract	890,000.00	-	296,666.64	148,333.36	1,335,000.00
Total Direct Costs	1,165,225.13	3,239,279.53	3,777,977.14	1,613,904.60	9,796,386.40
Indirect Costs	39,356.75	103,228.98	104,297.06	45,281.81	292,164.60
Total Budgeted Costs	1,204,581.88	3,342,508.51	3,882,274.20	1,659,186.41	10,088,551.00
Total Funds Not Utilized	-	-	-	-	-
Total Awarded Funds	1,204,581.88	3,342,508.51	3,882,274.20	1,659,186.41	10,088,551.00

***Year three includes actuals and projected expenditures**

Budget Justification

Senior Managing Director (\$94,688.05 salary for position for four years of grant): For year four of this grant, the Senior Managing Director will continue to oversee all facets of the grant including but not limited to all stakeholders, communication, reporting, etc. This dollar amount is only a portion of the Senior Managing Director's full salary.

Instructional Designers (\$324,184.97 salary for two positions for the first three years of the grant): Collaborates with the subject matter experts, visual designers, academic technologists, and media production team to create enhanced learning experiences utilizing evidence-based instructional models supported by current technologies. Provides expertise in the systematic design and development of instructional content, learning support, and delivery methods to ensure instructional integrity. Facilitates the application of established best practices in areas such as outcome assessment, accessibility, and copyright issues. To develop new online training programs for this grant, the University of Arkansas hired two instructional design positions. This amount also includes other instructional design staff as needed. Since all new programs have been developed at the end of year three, there will not be instructional design work charged to the grant in year four.

Program Coordinator (\$100,865.89 salary for a maximum of two positions during first three years of grant): One program coordinator for this grant is required to fulfill responsibilities for delivery of the program obligations, under the direction of the current Senior Managing Director, grant guidelines, DWS and other stakeholders. Since this position is currently vacant, we will use a portion of another appointed employee's time to handle these job duties and only charge the hours specifically worked to this grant. These job duties will be handled by partially appointed staff during year four of the grant. Responsibilities of the Coordinator will include:

- Coordinate the delivery of training programs throughout the State
- Work with marketing/communication team on participant communication
- Give presentations for individuals, nonprofits, etc. throughout the state
- Register and enroll students
- Provide certificates of completion
- Engage program partners and activities for ensuring fulfillment of program success
- Overall coordination of Reimagine program

Eligibility Verification Specialist (\$153,527.22 salary for a maximum of two positions over four years of the grant): In this role, the eligibility verification specialist will use grant and DWS guidelines to document and verify that the participant is eligible to receive training stipends. Duties to include but not limited to:

- Accept applications for training stipends
- Verify documents prove eligibility
- Keep detailed records
- Report to Director and DWS information for grant reporting
- Direct student to appropriate coordinator for registration and enrollment

Partial Appointed Staff (\$94,166.79 salary over the four years of the grant): This line includes partially appointed staff members as needed for special projects, program coordination, and retention efforts. In this role, the retention specialist will work with students to encourage and help students complete the program. We will have multiple people working on this effort. Duties to include but not limited to:

- Regular check-in with students

- Answering student emails and calls
- Assisting students to overcome barriers
- Help students with troubleshooting
- Other duties as pertaining to student retention as they arise

Fringe (\$199,247.82 total over the four years for all appointed staff positions): The fringe rate at the University of Arkansas is 26.9% for FY2024. It was 26.53% for FY2021, 25.44% for FY2022, and 26.6% for FY2023.

Subject Matter Experts and Part-Time Staff (\$16,700.00 over the first three years of the grant): Once training needs were identified, the University of Arkansas hired subject matter experts to help build out the course content and/or hire instructors to teach the courses. This amount also included some extra help/part-time staff members hired to help with grant coordination. Since all courses were developed in the first three years of the grant, there will not be any SME expenses during the fourth year of the grant.

Fringe (\$983.90 total over the first three years of the grant for part-time staff positions): The fringe rate at the University of Arkansas was 5.84% for FY2021, 6.24% for FY2022, and 5.7% for FY2023. The FY2024 part-time fringe rate is 6.7%.

Other (Travel and Marketing) (\$7,614.69 total for Travel over the four years of the grant and \$100,154.38 for Marketing over the four years of the grant): In order to effectively continue to spread the word throughout the state about this training during year four, we will continue to market the program primarily via social media and presentations or meetings throughout the state as well.

Supplies (\$6,576.28 total over the four years of the grant): Supplies included some specialized software (Articulate 360 licenses) needed by the instructional designers for course design. We do not anticipate supplies expenses in year four of the grant.

Scholarships (\$7,362,676.41 total over the four years of the grant): The bulk of the funds for this project will go directly to students to fund enrollment training. These funds will also be used to pay for course extensions in Year 4 to allow existing students to complete existing courses. Based on current estimates, we anticipate we will use our scholarship funds by the end of April 2024.

Contractual (\$1,335,000 total over the four years of the grant): We have a contractual agreement with our partner iDatafy LLC regarding their SmartResume services. Students will continue to receive job placement support from iDatafy. There is one remaining payment left of the contractual obligation that will allow us to serve students into year 4. For the final payment, we have expensed the first 12 months in Year 3 and the last six months in Year 4.

Indirect Costs (\$292,164.60 total over the four years of the grant): University of Arkansas indirect cost agreement rate is 26%. The indirect costs are based on the first three years of performance and the estimated fourth year of expenditures as calculated by the subrecipients.

Total Budget \$10,088,551.00

Total Award Amount \$10,088,551.00

Budget Changes Justification:

- Instructional Design positions were removed from budget as we will not be creating new programs in year 4.
- We have added a line item for the retention specialist since this position will be critical to encouraging participants to finish training in year 4. This amount is included in the partial appointed staff budget line, and these duties will be performed by multiple people.
- We will only need one coordinator (partial staff hours) and one eligibility specialist (full time employee) in year 4.
- For year four, we have removed learning support specialists and SME's as a line item as they assisted with new course development.

- The supplies line item was eliminated since year 4 will focus on getting individuals into training programs. Other line items were updated based on remaining budget.

Shorter College Subaward- \$3,164,793.00

Reimagine Subaward- \$3,164,793.00

Reimagine - Budget and Budget Justification

<u>Personnel – Program (PS)</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3*</u>	<u>Year 4</u>	<u>Total</u>
	Actuals	Actuals	Budget	Budget	
Program:					
Director	8,455.81	47,981.69	45,000.00	45,000.00	146,437.50
Admin	2,860.00	35,750.00	34,320.00	34,320.00	107,250.00
Assist/Coordinator					
Career Placement	800.00	14,720.00	11,820.00	11,820.00	39,160.00
Tutors	-	5,506.00	29,836.80	29,836.80	65,179.60
Counselor	-	10,049.33	11,199.60	12,000.00	33,248.93
IT Professional	-	21,660.00	19,040.00	19,000.00	59,700.00
Recruiter	-	-		20,800.00	20,800.00
Total Program	12,115.81	135,667.02	151,216.40	172,776.80	471,776.03
<u>Fringe Benefits (PB)</u>					
Program	1,879.88	11,227.01	11,568.05	13,217.43	37,892.37

Total PS&PB	13,995.69	146,894.03	162,784.45	185,994.23	509,668.40
<hr/>					
<u>NPS- Other</u>					
Travel	-	-	-	1,500.00	1,500.00
Supplies- Computers	43,798.92	60,115.50		30,000.00	133,914.42
Supplies- Hot Spots	-	-	-	-	-
Supplies- Office	-	2,907.48	51.31	-	2,958.79
Other- Class Equip	14,736.00	-	-	-	14,736.00
Other- Telephone/Internet	-	-	-	-	-
Other- Printing	-	-	-	-	-
Other- Adv/Mark	-	67,380.93	55,814.00	85,266.00	208,460.93
Other- Conferences	-	208.57	-	-	208.57
Total NPS Other Estimate	58,534.92	130,612.48	55,865.31	116,766.00	361,778.71
<hr/>					
<u>Training Costs</u>					
Stipends	-	-	-	-	-
Scholarships	105,641.76	246,478.26	214,326.96	528,467.05	1,094,914.03
Internships	-	3,766.80	23,738.11	200,000.00	277,504.91
Total Training Costs	105,641.76	250,245.06	229,869.71	238,065.07	1,322,418.94
<hr/>					
Contractual Costs-	13,500.00	-	-	-	13,500.00
<hr/>					
Total Direct Costs	191,672.37	527,751.57	456,714.83	1,031,227.28	2,207,366.05
<hr/>					

Indirect Costs	2,843.32	13,566.06	18,657.39	17,898.00	52,964.77
Total Budgeted Costs	194,515.69	541,317.63	475,372.22	1,049,125.28	2,260,330.82
Total Funds Not Utilized	-	-	-	904,462.18	904,462.18
Total Awarded Funds	194,515.69	541,317.63	475,372.22	1,953,587.46	3,164,793.00

***Year three includes actuals and projected expenditures**

Budget Justification

Director (\$146,437.50 salary for position for four years of grant): The director will manage all facets of the training programs, work with teachers, counselors, tutors, instructional designers, all stakeholders, subject matter experts as well as assist with the identification of eligible companies and participants that qualify for funding.

Admin/Assistant Coordinator (\$107,250 salary for two positions for four years of the grant): The coordinator will serve as a bridge to facilitate more success in the program. They will facilitate all enrollment processes, support all internship processes, facilitate, and maintain career certificate implementation, provide technical assistance to all stakeholders, and serve as a liaison to community, corporate, and governmental partners.

Recruiter (part time- \$20,800 salary new position for year four of the grant): The recruiter will serve as a brand ambassador of the Reimagine Program, formulating relationships with various organizations throughout the state. These relationships will serve as the

platform to increase enrollment numbers in the program. They will travel throughout the state to recruit additional participants for the program.

Career Placement Specialist (\$39,160 salary for four years of the grant): The career placement specialist will be responsible for finding internship positions for participants within the program.

Tutors (\$65,179.60 part-time salaries for years two through four of the grant): Tutors will help students and/or to assist or guide them to the point at which they become an independent learner. They will work with each participant to create a success plan, determine their learning style/multiple intelligence, and provide them with weekly office hours for additional academic support. Tutors schedule weekly meetings with participants to provide additional academic support and determine the progress of participants. These tutors will use different approaches to address the learning styles of all participants. The tutors will work a total of 20 hours a week. We will have 3 to 5 tutors available to work. Tutors are assigned to the certification areas based on their level of expertise. The average work week will be 20 hrs. a week. These tutors will make themselves available to students.

Counselor (\$20.00 hrs./33,248.93 salary for one part-time position for years two through four of the grant): The part time counselor will support the mental health and well-being of staff and participants. The counselor will conduct an initial assessment of all participants to ascertain their mental health status. They will provide therapy to participants via phone, an app, video chat, or via laptop. The counselor will also serve a role in helping the participants adjust and adapt with the personal mental barriers to normal life in the working world. One part-time counselor will serve the students participating in the program. Based on the current market trends, we

have allocated a budget to attract a professional experience counselor. Shorter College has internal and external supplemental services that will assist the counselor in meeting the students' needs.

IT Professional (\$59,700 salary for one part-time position for years two through four of the grant): The IT professional will assist the students with any issues relating to hotspots, laptops, access to the classroom, creation of their profile, and email. The part-time IT professional will be able to service the needs of the students and faculty.

Fringe (\$37,892.37 total over the four years for all appointed staff positions): This number was given by adding the full-time and part-time fringe numbers together. Fringe benefits will be limited to the employer's portion of Social Security and Medicare (7.65%)

Travel (\$1,500.00 for year four of the award): This category covers staff travel.

Laptops for students \$133,914.42: Students in rural areas may not have access to a computer or laptop at home. We will need to provide them with hotspots and laptops to access and complete the job training and have access to support services such as counselors and tutors. The program has already expended \$103,914.92 for laptops. The remaining budget for this line item for year 4 is \$ 30,000.

Supplies \$2,958.79: The supplies consist of materials such as pens, paper, sticky note pads, and other materials to be used by the staff and consultants.

Class Equipment/ Smart boards \$14,736.00: Two smart boards with a budget total of \$14,736 have been purchased for the program.

Advertising/Marketing \$208,460.93: Marketing will consist of online advertisements (social media), newspapers, radio advertisements and television advertisements. Additionally, one of the most powerful recruitment/marketing tools is graduation exercise. This event will inform the community and additional invested community partners about the benefits of the program and serve as a pipeline to employment for participants who have completed the program. As the Reimagine program concludes September 2024, this will also serve as a bridge to the transition of offering these certification programs as part of the Shorter College certification offerings that will be housed at the newly renovated Technology and Business Depot.

Conferences (\$208.57 expenditures in year two of the award):

Tuition Reimbursement/ Scholarships \$1,094,914.03: Tuition reimbursement / Scholarships will be given to students to cover the tuition for the program. Tuition reimbursement will be used to cover the total tuition and fees of the student in the program. This will be charged based on the college's normal rate of \$175 per credit hour. This will cover tuition and any other materials they need to complete the required program of their choice. To ensure equitable charges to program participants equal to on campus students, the college's per credit hour rate was converted to "clock hours". Based on this rate, the average costs per students is estimated to be \$2,780.05. The program has already expended \$566,446.98 in scholarships (this translates to approximately 203 participants).

Training/ Internships \$227,504.91: Paid internships will be offered to participants within the program to further assist with job placement. Each participant will be paid \$15 per hour. This amount along with FICA/fringe equals a total of \$16.15 per hour. Each internship will be for 30 hours per week and will last 6 weeks.

Contractual/ Consultant \$13,500: The consultant is a subject matter expert that will assist in the development of the curriculum, review of potential online certifications, new course development and help assess the skills of the participants before, during, and at the conclusion of training. An assessment will be done of the job market in the various areas of the state to understand what online programs are best suited for the participants in the areas. Consultants will be retained as needed to complete the above-described task. Rates of pay will vary based on the services requested.

Indirect Cost (\$52,964.77 total over the four years of the grant):

Shorter indirect cost agreement rate is 10%. The indirect costs are based on the first three years of performance and the estimated fourth year of expenditures as calculated by the subrecipients.

Total Funds Not Utilized \$904,462.18

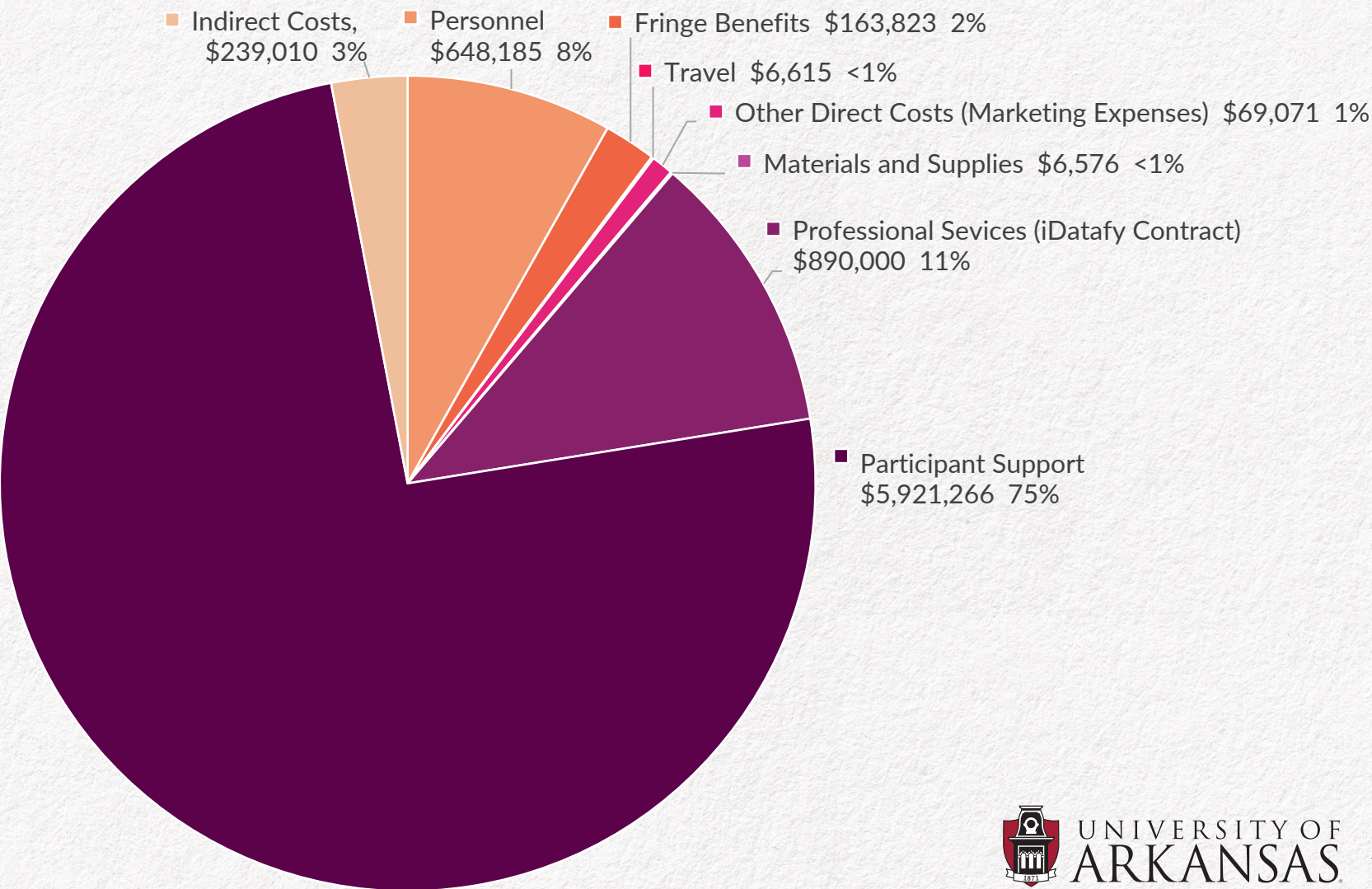
Total Budget \$2,260,330.82

Total Award Amount \$3,164,793.00

Total Award Amount-\$13,579.456.00

REIMAGINE GRANT EXPENDITURES

As of August 31, 2023



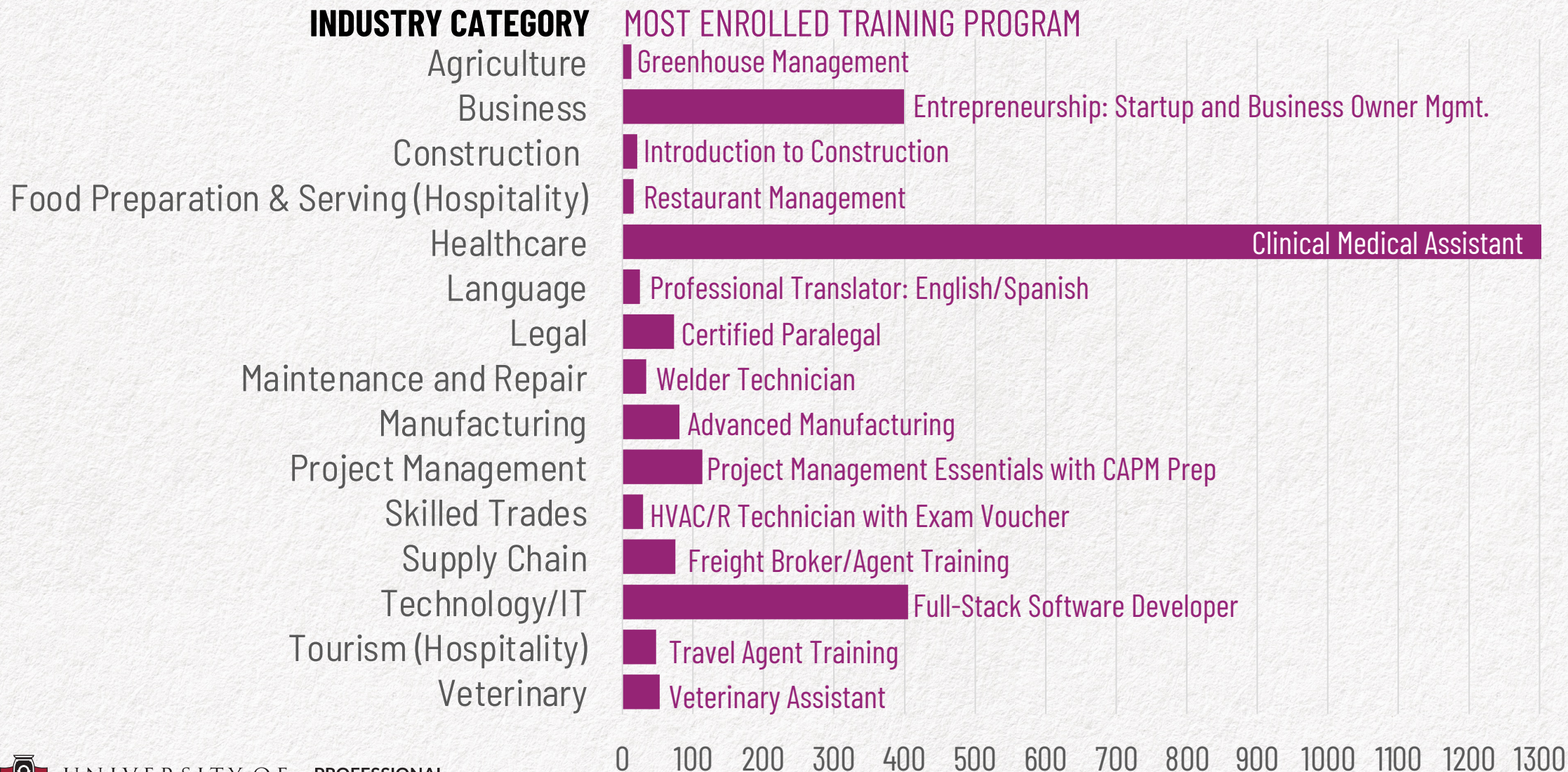
PARTICIPANTS SERVED BY PROGRAM As of July 31, 2023



Year*	Enrolled	Completed
1	79	34
2	1,622	249
3	1,174	489
Total	2,875	772

*Note: Year 1 of the Reimagine Arkansas Workforce Project began 10/1/2020 and ended 9/30/2021. Year 2 began 10/1/2021 and ended 9/30/2022. The project is in its third year, which began 10/1/2022 and will end 9/30/2023.

ENROLLMENTS BY TRAINING INDUSTRY As of July 31, 2023



POPULATIONS SERVED

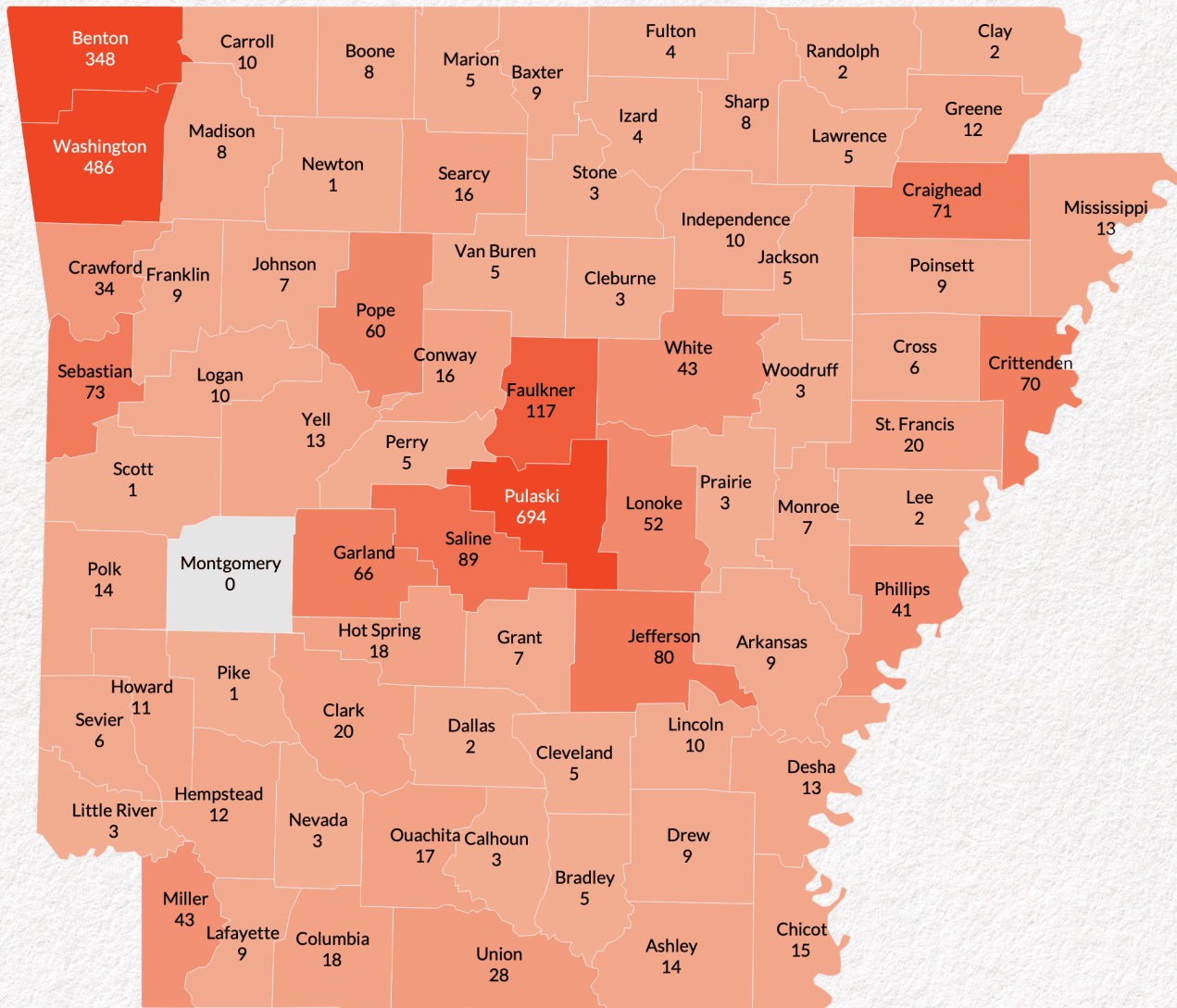
As of July 31, 2023

In their applications, participants can identify population demographics that may demonstrate their eligibility to receive funding for training. Here are the populations served from year one of the program based on this data:

POPULATION DEMOGRAPHIC	PARTICIPANTS
Female	2,337
Age 55+	1,153
Ethnicity – Not Hispanic or Latino	2,616
Ethnicity – Hispanic or Latino	259
Race – White or Caucasian	1,421
Race – Black or African American	1,154
Race – More Than One Race	179
Race – Asian or Asian American	84
Race – American Indian or Native Alaskan	32
Race – Hawaiian or OPI	5

POPULATION DEMOGRAPHIC	PARTICIPANTS
English Not Primary Language	95
Disability Reported	296
Ex-Offender	146
No HS Degree or GED	16
Unemployed	982
Self-Employed	150
Underemployed	823
Displaced Homemaker	125
Separating Military Service Member	10
SNAP Recipient	493
Veteran	98
Rural Area Resident	585
Homeless	83
Aged Out of Foster Care	14
TANF Recipient	19
Minority	1,603
No Work History	53
Other Traditionally Marginalized Group	52
Economic Opportunity Zone Resident	264

PARTICIPANTS SERVED BY COUNTY *As of July 31, 2023*



74 of 75 Arkansas counties with enrolled participants

2,863 Arkansas Residents

12 Neighboring State Residents (MO, OK, TN, LA, TX)

2,875 TOTAL ENROLLED

MARKETING DATA As of August 31, 2023

All efforts direct people to the website



Printed materials distributed across Arkansas resulted in 511 QR code scans



Social Media Paid Ads

From LinkedIn and Facebook 01/18/22 - 08/31/23

27,052 Site visits

1,358 Go to Application Button Clicks



**REIMAGINE YOUR CAREER
GET FREE TRAINING**
FOR QUALIFIED INDIVIDUALS
TRAINING.UARK.EDU/REIMAGINE

Enter or Thrive in the Workplace
The Reimagine Arkansas Workforce Project provides free, short-term online job training through a grant from the U.S. Department of Education. The project is coordinated with the Arkansas Division of Workforce Services to benefit Arkansans economically impacted by COVID.



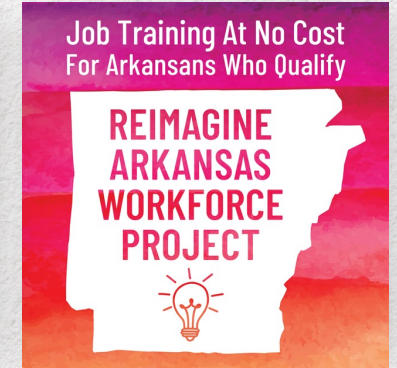
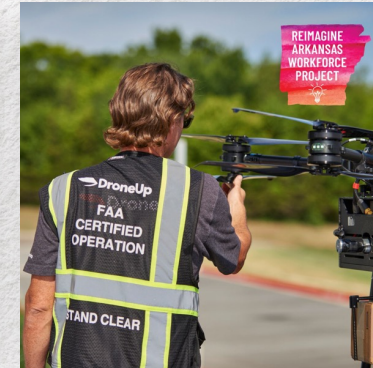
Who Should Apply?

- Arkansas residents (or residents of a neighboring state who work in Arkansas)
- 18 years of age or older
- Eligible to work in the U.S.
- If male, registered for selective service or exempt (can register before applying)

- 15 Career Fields
- No Cost to Those Who Qualify
- Grant Funded
- Apply Online

  **UNIVERSITY OF ARKANSAS**   **SHORTER COLLEGE**  **IDATAFY**

This poster was developed under a grant from the Department of Education. This does not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government. Project partners are listed above.



UNIVERSITY OF
ARKANSAS

PROFESSIONAL
AND WORKFORCE
DEVELOPMENT

WEBSITE DATA



Website training.uark.edu/reimagine
from December 14, 2021 – August 31, 2023

109,116 Users

284,329 Page Views

Avg. Session Duration 2 min. 32 sec.

Professional and Workforce Development

Search this site

COURSES & PROGRAMS CUSTOMIZED TRAINING FUNDING OPTIONS QUESTIONS? CONTACT US

REIMAGINE YOUR CAREER
GET FREE TRAINING
FOR QUALIFIED INDIVIDUALS

Reimagine Arkansas Workforce Project
Training to Meet Workforce Needs Across the State

The Reimagine Arkansas Workforce Project can help you enter or thrive in the workplace by providing free, short-term, job training online. You choose the type of training you need from [over 100 courses](#) offered through the University of Arkansas. A grant from the U.S. Department of Education covers the training costs for those who qualify.

While training is a significant investment of your time, upgrading your skills and knowledge provides a pathway to higher income and job stability.

Hazelle Cox
Phlebology technician
Highlands Oncology

"If there's anyone out there looking through these programs and looking at the Reimagine Arkansas program, I would really like to encourage you to apply."

Michael McAllister, Workforce Development Coordinator

Hazelle's Story

CITY	USERS	PAGEVIEWS
Little Rock	15,004	37,698
Dallas	9,919	20,952
Fayetteville	7,578	20,064
(not set)	5,556	12,515
Bentonville	4,023	11,587
Springdale	3,782	9,453
Chicago	3,453	7,530
Fort Smith	2,561	6,511
Conway	2,555	5,776
Rogers	2,480	5,862
Oklahoma City	2,444	5,227
North Little Rock	2,369	5,566
Jonesboro	2,364	5,626
Kansas City	2,107	4,596
Denver	1,971	4,134
Memphis	1,600	3,573
Hot Springs	1,468	4,216
Nashville	1,392	2,936
Jacksonville	1,392	3,182
Cabot	1,380	3,360



SHORTER COLLEGE REIMAGINE ARKANSAS WORKFORCE PROGRAM

Arkansas Workforce Development Board Meeting

September 26, 2023

10:00 AM

Reimagine Updates (iDatafy)

- Structures in place to better leverage our partnership
- Tutor/Career Coaches created their own SmartResume

Tutor/Career Coaches will conduct the following:

- Created their own SmartResume
- Will send the activation link to each assigned participant
- Will schedule one on one meetings with assigned participants to create Smart Resume
- Will send reminder emails/phone calls/text to assigned participants
- Coordinate career counseling support with iDatafy personnel

Reimagine Updates

Career Readiness Certificate

WorkKeys Curriculum Essential Skills: Customer Service

WorkKeys Curriculum Essential Skills: Financial Awareness

WorkKeys Curriculum Essential Skills: Interpersonal and Business Communication

WorkKeys Curriculum Essential Skills: Problem Solving and Critical Thinking

WorkKeys Curriculum Essential Skills: Work Discipline

WorkKeys Curriculum Essential Skills: Working in Teams

WorkKeys Curriculum Applied Technology: Problem-Solving Strategies

WorkKeys Curriculum Business Writing

WorkKeys Curriculum Workplace Observation

Employers (Nearly 100) Pre-employment Process)

- **Alberto Culver**
- **Ashland Chemical**
- **3 M Company**
- **Cardinal Health**
- **City of Hot Springs**
- **City of West Memphis**
- **Double Tree By Hilton**
- **Eaton Hydraulics**
- **Loreal USA**
- **North Arkansas College**
- **Rineco**

New to Reimagine

Event	Timeline
Employer Spotlight	Monthly
Career Fair	March 13, 2024 Spring 2024
Reimagine Days (Virtual) Wine/Spirits (Face to Face)	Fall 2023/Summer 2024 December 13 or 14, 2023 June 25, 2024
Honors Brunch	Spring 2024 April or May 2024
Graduation	Summer 2024 July 26, 2024

Highlighting Reimagine (Year 3)

Attribute	Numbers/ Percentage
Completions	72
Enrollments	114
Completion Rate	64%
Internships	18
Internship Completers	100%
New Corporate Internship Partner Pipeline	50

Certification	Completions
ESBM	23
IBM	20
HR	12
Accounting	9
Microsoft Office	4
DMF	3
Wine/Spirits	2

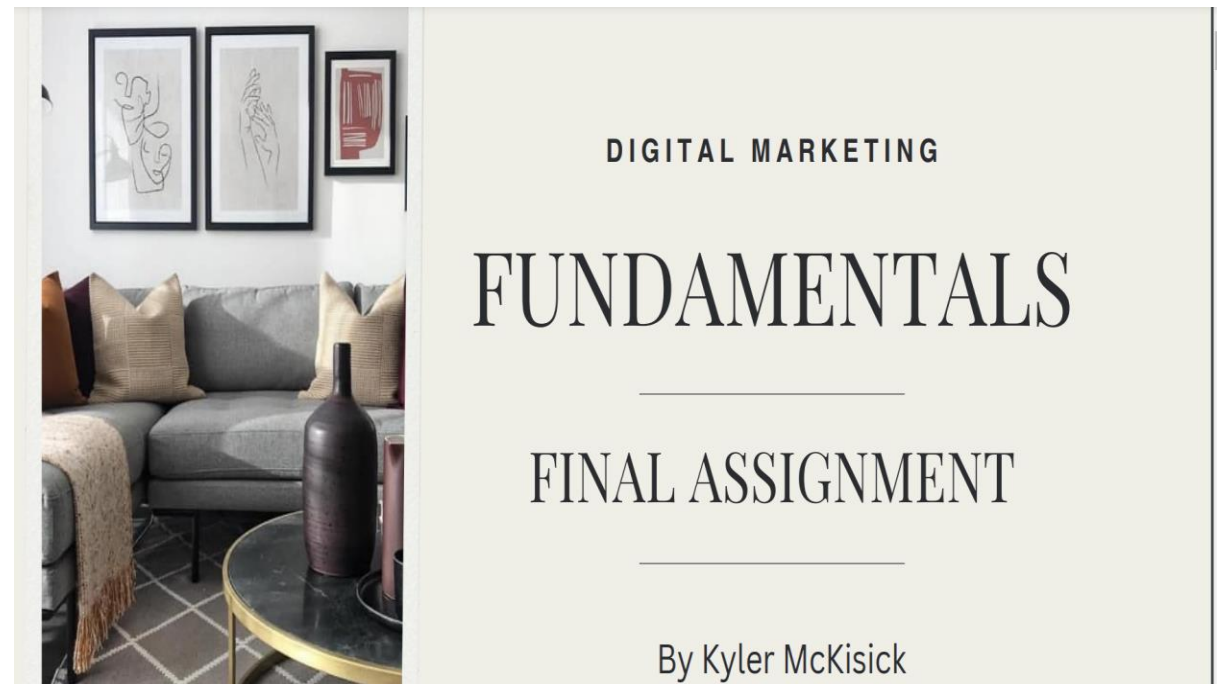
Attribute	Number
iDatafy Connections	38
Employed second quarter after certification	27

Reimagine Success Story

Kyler McKisick
Digital Marketing Fundamentals
Completion Date 09/16/23



Kyler McKisick
Digital Marketing Fundamentals



Reimagine Success Story

Devonta Paskel
Entrepreneurship Small Business
Management Certification
Completion Date 09/18/23



Devonta Paskel Interview



https://youtu.be/ein_O5taPNQ?si=iVHYl665htlri4HA

Q & A

Any Questions?



Arkansas Division of Workforce Services
WIOA Cost Per Participant Analysis for PY-21/FY-22

07/01/21 through 09/30/2022

Adult	TRAINING SERVICES			ALL WIOA SERVICES		
Local Workforce Board	# of Participants	Total Training Expenses	Training Expense Per Part.	# of Participants	Total Expenses	Total Expenses Per Part.
Central	46	\$214,250	\$4,658	46	\$608,894	\$13,237
Eastern	124	\$110,437	\$891	124	\$329,542	\$2,658
Little Rock	89	\$152,174	\$1,710	89	\$279,853	\$3,144
North Central	102	\$187,527	\$1,838	102	\$211,274	\$2,071
North East	124	\$164,278	\$1,325	124	\$216,797	\$1,748
Northwest	163	\$271,353	\$1,665	163	\$552,883	\$3,392
Southeast	102	\$89,205	\$875	102	\$102,881	\$1,009
South West	108	\$112,604	\$1,043	108	\$240,985	\$2,231
West Central	56	\$196,692	\$3,512	56	\$292,793	\$5,228
Western	51	\$54,441	\$1,067	51	\$134,083	\$2,629
Grand Total	965	\$1,552,961	\$1,609	965	\$2,969,986	\$3,078

Youth	TRAINING SERVICES			ALL WIOA SERVICES		
Local Workforce Board	# of Participants	Total Training Expenses	Training Expense Per Part.	# of Participants	Total Expenses	Total Expenses Per Part.
Central	0	\$210,441	\$0	11	\$520,080	\$47,280
Eastern	11	\$96,139	\$8,740	21	\$336,449	\$16,021
Little Rock	12	\$166,880	\$13,907	39	\$260,218	\$6,672
North Central	66	\$233,577	\$3,539	114	\$254,687	\$2,234
North East	0	\$365,083	\$0	72	\$374,922	\$5,207
Northwest	53	\$279,931	\$5,282	53	\$591,537	\$11,161
Southeast	39	\$489,321	\$12,547	60	\$519,128	\$8,652
South West	12	\$24,164	\$2,014	13	\$236,850	\$18,219
West Central	0	\$224,942	\$0	34	\$312,326	\$9,186
Western	29	\$89,609	\$3,090	29	\$341,566	\$11,778
Grand Total	222	\$2,180,087	\$9,820	446	\$3,747,764	\$8,403

DLW	TRAINING SERVICES			ALL WIOA SERVICES		
Local Workforce Board	# of Participants	Total Training Expenses	Training Expense Per Part.	# of Participants	Total Expenses	Total Expenses Per Part.
Central	20	\$63,797	\$3,190	20	\$203,607	\$10,180
Eastern	26	\$16,903	\$650	26	\$92,904	\$3,573
Little Rock	9	\$81,173	\$9,019	9	\$145,379	\$16,153
North Central	18	\$13,002	\$722	18	\$28,895	\$1,605
North East	25	\$79,653	\$3,186	25	\$92,225	\$3,689
Northwest	54	\$7,072	\$131	54	\$85,108	\$1,576
Southeast	23	\$34,072	\$1,481	23	\$36,716	\$1,596
South West	19	\$37,080	\$1,952	19	\$126,540	\$6,660
West Central	19	\$101,478	\$5,341	19	\$148,698	\$7,826
Western	8	\$7,289	\$911	8	\$28,952	\$3,619
Grand Total	221	\$441,520	\$1,998	221	\$989,024	\$4,475

Total All Funding Streams	# of Participants	Total Training Expenses	Training Expense Per Part.	# of Participants	Total Expenses	Total Expenses Per Part.	LWDA Population	Total Counties Served
Central	66	\$488,488	\$7,401	77	\$1,332,581	\$20,191	544,892	6
Eastern	161	\$223,480	\$1,388	171	\$758,895	\$4,714	108,466	5
Little Rock	110	\$400,228	\$3,638	137	\$685,451	\$6,231	204,289	1
North Central	186	\$434,106	\$2,334	234	\$494,856	\$2,661	232,292	10
North East	149	\$609,014	\$4,087	221	\$683,945	\$4,590	272,623	7
Northwest	270	\$558,356	\$2,068	270	\$1,229,528	\$4,554	717,871	9
Southeast	164	\$612,597	\$3,735	185	\$658,725	\$4,017	184,701	10
South West	139	\$173,848	\$1,251	140	\$604,376	\$4,348	208,004	12
West Central	75	\$523,112	\$6,975	109	\$753,817	\$10,051	313,310	10
Western	88	\$151,339	\$1,720	88	\$504,602	\$5,734	253,682	6
Grand Total	1408	\$4,174,568	\$2,965	1632	\$7,706,774	\$5,474		



UNIVERSITY OF ARKANSAS
PULASKI TECHNICAL COLLEGE



In Partnership with:



Arkansas Division of
Workforce Services



The UA-PTC 3D Program is Defining the Dimensions of Diversity by providing post-secondary educational opportunities to a diverse student population.

- ✓ post-secondary education
- ✓ preparation for employment
- ✓ certificate programs in Culinary, Baking and Hospitality
- ✓ 80% inclusive classes after onboarding



- Medicaid Services Provider
 - Adult Developmental Day Treatment
 - Supported Employment
 - Waiver Services
 - Independent Living
 - Training and Wellness Center



Adult Developmental Day Treatment (ADDT) at Easterseals Arkansas

Academic Assistance

- Provide one-on-one instruction
- Help with 3D academic goals
- Assist with UAPTC-provided accommodations
- Help with hands-on learning tasks
- Reinforce skills learned
- Tutoring



- Available during breaks from school to keep their knowledge and schedule
- Learn job skills
- Independent living skills

Arkansas Rehabilitation Services

- Arkansas Rehabilitation Services' (ARS) mission is to prepare Arkansans with disabilities to work and lead productive and independent lives.
- To achieve its mission, ARS provides a variety of training and career preparation programs
- Vocational Rehabilitation provider for the state of Arkansas



Arkansas Division of
Workforce Services

Pre-Enrollment VR functions

- Arkansas Rehabilitation Services counselors actively recruit students for the 3D Program at UA-PTC:
 - When new VR referrals indicate an interest in culinary, baking or hospitality, VR counselors refer the students to 3D to tour and get information
- ARS provides psychoeducational evaluation testing for their clients / 3D Program applicants
- ARS counselors who work with high schools will provide thorough recommendations for applying students
- Counselors open an ARS in-school case for the clients/students

ARS In-School Supports

- Tuition Assistance
- Transportation assistance- Works with each individual to help coordinate transportation to and from campus and customize solutions to meet transportation needs
- Internship Development
- Job coaching support during students 3rd year



Post-Graduation Supports



- Job Placement Assistance
 - ARS will help you learn to interview well, apply for jobs, dress for success, and get a job.
 - ARS will contact employers and develop employment opportunities with you and/or on your behalf.
- Up to 200 more job coaching hours for graduates who need additional support
- Transportation to work for 2 pay periods
- Driving school- will pay for a driver training program

Questions?



Bailey Smith
3D Program Director
bmsmith@uaptc.edu
Cell: 501-800-3246
Office: 501-771-6055

UA-PTC Culinary Arts and
Hospitality Management
Institute
13000 Interstate 30
Little Rock, AR 72210

Division of Services for the Blind



Dr. Cassondra Williams-Stokes, Director



Vocational Rehabilitation Program



- Eligibility is determined using 3 criteria
 - The individual has a visual impairment which for such individual constitutes, or results in, a substantial impediment to employment
 - The individual can benefit in terms of an employment outcome from vocational rehabilitation services.
 - The individual requires vocational rehabilitation services to prepare for, secure, retain, advance in, or regain employment.
 - Individuals must have the intention of entering competitive, integrated employment
- No residency requirement
 - DSB must not impose a residency requirement that excludes an applicant who is present in the state from receiving services



Vocational Rehabilitation Services



- Assessments for eligibility and determining VR needs
- Vocational Rehabilitation Counseling and Guidance
- Information and Referral
- Reader Services
- Rehabilitation Teaching Services
- Job Search and Placement Services
- Maintenance
- Training
 - Vocational, Post-Secondary, Disability Skills
- Physical and mental restoration services
- Personal Assistance Services
- Supported Employment Services
- Customized Employment Services
- Transportation
- Orientation and Mobility
- Occupational licenses, tools, and equipment
- Rehabilitation Technology
- Pre-Employment Transition Services
- Business Engagement Services
- Self-Employment

All VR services must relate directly to preparing the consumer for their specific employment goal



Vending Facility Program

- Open to eligible VR consumers who are legally or totally blind
- Consumer is trained to manage snack bars and vending machines throughout the state
- VFP locates, equips, and stocks the facility initially
- VFP also maintains the equipment and provides oversight and record keeping for the site



Older Individuals Who Are Blind



- Does not require an employment goal
 - Those seeking employment should be referred to VR
 - Empowers individuals to maximize their independence in the home and community
- At least 55 years of age, no upper limit on age may be set
- Vision loss must constitute a barrier to independent living
- Expectation that services will enable them to function more independently
- Individuals in residential care facilities are eligible to receive all services if other criteria are met



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Arkansas Information Reading Services

- Broadcasts readings of local and national newspapers and magazines
 - New York Times, The Wall Street Journal, Arkansas Democrat Gazette
- AIRS Plus offers reading of papers on a touch tone telephone
 - Allows user to select specific stories
 - Dial 844-888-0981
 - Does not require preregistration
- Available 24 hours a day on AETN Channels 2, 6, 9, 13, and 19
- AIRS.AETN.org or facebook.com/AIRSradio
- Contact AIRS at 501-852-5125 or airs@myarkansaspbs.org



Accomplishments



- During State Fiscal Year 2023, Arkansas DSB served **1167** individuals who are blind or visually impaired. Of that, **149** successfully achieved competitive employment, an increase of **2.75%** over last year.
- The Older Individuals who are Blind program helped **101** Individuals aged 55 and older gain their independence this year.
- DSB is currently supporting **134** Clients with ongoing training to increase their career earning potential.
- Pre-Employment Transition Services provided to **127** students aged 16-21.



Title IV: Vocational Rehabilitation Performance (Services for the Blind)

	Title IV: Vocational Rehabilitation Program (Services for the Blind)	
	Program Year 22	
	Negotiated Target	Actual Performance
Employment (Second Quarter after Exit)	60.5%	45%
Employment (Fourth Quarter after Exit)	57.3%	35.1%
Median Earnings (Second Quarter after Exit)	\$5,697.00	\$7948.79
Credential Attainment Rate	28.9%	10%
Measurable Skill Gains	55.6%	17.5%

Pre-ETS Summer Programs

Jump Start

- Hosted annually
- In collaboration with Arkansas School for the Blind and Visually Impaired
- Virtual available to all students 16-21
- In-person open to high school students 16-21
- Students gain soft skills and independent living skills during program
- In-person session offers work-based learning experience for students with pay during the program
- 18 students participated in the in-person program

College Experience Camp

- New this year
- 5 Students were able to participate
- Stay on the University of Central Arkansas campus
- College tour of UCA
- Met with Disability Resource Centers
- Opportunity to learn about a variety of majors and college opportunities
- Experience life in the dorms



**DIVISION OF WORKFORCE SERVICES
ISSUANCE NUMBER PY23-01**

June 29, 2023

FROM: Charisse Childers, Ph.D., Director

TO: Local Workforce Development Area Administrators/Service Providers

SUBJECT: 2023 U.S. Department of Health and Human Services (HHS) Poverty Guidelines and U.S. Department of Labor (DOL) 70% Lower Living Standard Income Level (LLSIL) Information

Purpose: To provide local workforce development areas and service providers with annually updated HHS Poverty Guidelines and DOL 70% Lower Living Standard Income Level (LLSIL) information.

General Information: The table below is provided for your convenience in determining income eligibility for Workforce Innovation and Opportunity Act Title I-B Programs.

For Poverty Guideline purposes, for each family over (8), add \$5,140. For 70% LLSIL purposes, for each family member over (8), add \$6,063 for Metro and \$5,896 for non-Metro.

Family Size	Poverty Guideline (Effective 1-12-2023)	70% LLSIL Metro (Effective 5-8-2023)	70% LLSIL Non-Metro (Effective 5-8-2023)
1	\$14,580	\$10,912	\$10,622
2	\$19,720	\$17,879	\$17,400
3	\$24,860	\$24,539	\$23,882
4	\$30,000	\$30,296	\$29,481
5	\$35,140	\$35,756	\$34,790
6	\$40,280	\$41,819	\$40,686
7	\$45,420	\$47,882	\$46,582
8	\$50,560	\$53,945	\$52,478

The following counties in Arkansas are Metro: Benton, Cleveland, Craighead, Crawford, Crittenden, Faulkner, Garland, Grant, Jefferson, Lincoln, Little River, Lonoke, Madison, Miller, Perry, Poinsett, Pulaski, Saline, Sebastian, and Washington. All other counties are non-Metro.

Action Required: Please ensure that this information is provided to appropriate staff.

Inquires: Eddie Thomas, ADWS EA Assistant Director, at eddie.thomas@arkansas.gov or WIOATA@arkansas.gov

Expiration Date: Continuing

**DIVISION OF WORKFORCE SERVICES
ISSUANCE NUMBER PY 23-02**

July 06, 2023

FROM: Charisse Childers, Ph.D., Director

TO: Local Workforce Development Area Administrators/Service Providers

SUBJECT: PY 2023 Workforce Innovation and Opportunity Act (WIOA) Title I - Youth, Adult and Dislocated Worker Activities Program Allocations, Funding Information and Subgrant Award Numbers

1. **Purpose:** To officially issue PY 2023 WIOA Title I - Youth, Adult and Dislocated Worker Activities program allocations, funding information and subgrant award numbers to local workforce development areas.
2. **General Information:** Allocations were calculated according to the Workforce Innovation and Opportunity Act of 2014, Public Law 113-128, as follows:
 - Youth Activities allocations were calculated according to Section 128(b)(2)
 - Adult Activities allocations were calculated according to Section 133(b)(2)(A)
 - Dislocated Worker Activities allocations were calculated according to Section 133(b)(2)(B)(iii)(II).

The information below reflects the total allotment to the State of Arkansas for each funding stream and the reservations required by Public Law 113-128 for statewide activities under Sections 128(a) and 133(a)(1) and for statewide rapid response activities under Section 133(a)(2).

Funding Stream PY 2023 Allotment		15% Statewide Funds	25% Rapid Response Funds	For Allocation to LWDAs
Youth	5,543,794	831,569		4,712,225
Adult	5,361,433	804,215		4,557,218
Dislocated Worker	4,589,216	688,382	1,147,304	2,753,530
Totals	15,494,443	2,324,166	1,147,304	12,022,973

PY 2023 local area allocations are attached, along with funding information and subgrant award numbers.

Special Notes:

- A. Per WIOA Section 133(b)(4), a local board may transfer up to 100 percent of funds between the Adult and Dislocated Worker funding streams if approved by the Governor.
- B. This issuance provides the total PY 2023 allocation for each Title I funding stream. However, as of July 1, 2023, only the base portion of our state allotment of Adult and Dislocated Worker Activities funds will have been made available for distribution to local workforce development areas. Therefore, initial subgrant awards of Adult and Dislocated Worker Activities funds will be for each local workforce development area's share of these base amounts. The balance of our state allotments of Adult and Dislocated Worker Activities funds will be made available on October 1, 2023.
- C. Youth Activities subgrant awards will have an effective date of April 1, 2023. Adult and Dislocated Worker Activities subgrant awards will have an effective date of July 1, 2023 for base funding and October 1, 2023 for the balance of each allocation.
- D. Catalog of Federal Domestic Assistance (CFDA) Numbers are as follows.
 - Youth - 17.259
 - Adult - 17.258
 - Dislocated Worker - 17.278
- E. A separate communication will provide local workforce development areas with instructions on the submission of PY 2023 subgrant forms.

3. Action Required: Please provide this information to staff involved in the preparation of PY 2023 WIOA subgrant award packages.

4. Inquiries: Eddie Thomas, ADWS EA Assistant Director, at eddie.thomas@arkansas.gov

5. Attachments:

- PY 2023 WIOA Title I - Youth, Adult and Dislocated Worker Allocations
- PY 2023 WIOA Title I - Youth, Adult and Dislocated Worker Activities Funding Information and Subgrant Award Numbers

1. Expiration Date: June 30, 2025

	<u>PY 2022</u>	<u>PY 2023</u>	<u>Difference</u>	<u>% Change</u>
WIOA Youth	\$ 5,881,616	\$ 5,543,794	\$ (337,822)	-5.74%
WIOA Adult	\$ 5,680,370	\$ 5,361,433	\$ (318,937)	-5.61%
WIOA Dislocated Worker	\$ 5,004,071	\$ 4,589,216	\$ (414,855)	-8.29%
Total WIOA	\$ 16,566,057	\$ 15,494,443	\$ (1,071,614)	-6.47%
Wagner-Peyser ES (Final)	\$ 4,980,892	\$ 5,068,542	\$ 87,650	1.76%
Workforce Information	\$ 404,322	\$ 400,348	\$ (3,974)	-0.98%

Overview PY 2023						
Program	Allotments to State	DLW Task Force	State-Level Reserve	State Administration	Statewide Activities	For Distribution to LWDAs
Youth	\$5,543,794		\$831,569	1/3 of State-level Reserve	2/3 of State-level Reserve	\$4,712,225
Adult	\$5,361,433		\$804,215	\$277,189	\$554,380	\$4,557,218
Dislocated Worker	\$4,589,216	\$1,147,304	\$688,382	\$229,460	\$458,922	\$2,753,530
Totals	\$15,494,443	\$1,147,304	\$2,324,166 (State Admin + Statewide Activities)	\$774,720	\$1,549,446	\$12,022,973
				\$1,176,693 Current Admin Budget	\$3,046,709.00 Current Program Budget	
						Salaries alone \$1,790,850

Youth Funds Available April 1, 2023 (PY 2023)						
Program	Allotment to State	DLW Task Force	State-Level Reserve	State Administration	Statewide Activities	For Distribution to LWDAs
Youth	\$5,543,794		\$831,569	1/3 of State-level Reserve	2/3 of State-level Reserve	\$4,712,225
% of the Total Award	100%		15%	5%	10%	85%
			(State Admin + Statewide Activities)			

Adult and DLW Funds Available July 1, 2023 (PY 2023)						
Program	Allotments to State	DLW Task Force	State-Level Reserve	State Administration	Statewide Activities	For Distribution to LWDAs
Adult	\$1,054,458		\$158,168	1/3 of State-level Reserve	2/3 of State-level Reserve	\$896,290
% of the Total Award	100%		15%	5%	10%	85%
Dislocated Worker	\$989,692	\$247,423	\$148,454	\$49,484	\$98,970	\$593,815
% of the Total Award	100%	25%	15%	5%	10%	60%
Totals	\$2,044,150	\$247,423	\$306,622 (State Admin + Statewide Activities)	\$102,206	\$204,416	\$1,490,106

Adult and DLW Funds Available October 1, 2023 (FY 2024)						
Program	Allotments to State	DLW Task Force	State-Level Reserve	State Administration	Statewide Activities	For Distribution to LWDAs
Adult	\$4,306,975		\$646,047	1/3 of State-level Reserve	2/3 of State-level Reserve	\$3,660,928
% of the Total Award	100%		15%	5%	10%	85%
Dislocated Worker	\$3,599,524	\$899,881	\$539,928	1/3 of State-level Reserve	2/3 of State-level Reserve	\$2,159,715
% of the Total Award	100%	25%	15%	5%	10%	60%
Totals	\$7,906,499	\$899,881	\$1,185,974 (State Admin + Statewide Activities)	\$395,325	\$790,649	\$5,820,643

PY 2023 Youth Activities Funding

LWDA	April 1, 2023 Allocation and Funding	Subgrant Award Number
Little Rock	\$291,969	05-P23-YOUTH-81
Central	\$545,770	05-P23-YOUTH-90
North Central	\$561,697	05-P23-YOUTH-20
Northeast	\$376,648	05-P23-YOUTH-30
Northwest	\$458,735	05-P23-YOUTH-10
Southeast	\$941,927	05-P23-YOUTH-40
Southwest	\$397,335	05-P23-YOUTH-95
West Central	\$478,432	05-P23-YOUTH-71
Western	\$289,614	05-P23-YOUTH-60
Eastern	\$370,098	05-P23-YOUTH-31
	\$4,712,225	

PY 2023/FY 2024 Adult Activities Funding

LWDA	Allocation	PY Initial Funding July 1, 2023	Subgrant Award Number	FY Balance October 1, 2023	Subgrant Award Number
Little Rock	\$289,613	\$56,959	05-P23-ADULT-81	\$232,654	05-F24-ADULT-81
Central	\$510,864	\$100,474	05-P23-ADULT-90	\$410,390	05-F24-ADULT-90
North Central	\$529,777	\$104,194	05-P23-ADULT-20	\$425,583	05-F24-ADULT-20
Northeast	\$341,700	\$67,204	05-P23-ADULT-30	\$274,496	05-F24-ADULT-30
Northwest	\$424,368	\$83,463	05-P23-ADULT-10	\$340,905	05-F24-ADULT-10
Southeast	\$927,302	\$182,386	05-P23-ADULT-40	\$744,916	05-F24-ADULT-40
Southwest	\$374,193	\$73,594	05-P23-ADULT-95	\$300,599	05-F24-ADULT-95
West Central	\$456,223	\$89,728	05-P23-ADULT-71	\$366,495	05-F24-ADULT-71
Western	\$298,862	\$58,779	05-P23-ADULT-60	\$240,083	05-F24-ADULT-60
Eastern	\$404,316	\$79,509	05-P23-ADULT-31	\$324,807	05-F24-ADULT-31
	\$4,557,218	\$896,290		\$3,660,928	

PY 2023/FY 2024 Dislocated Worker Activities Funding

LWDA	Allocation	PY Initial Funding July 1, 2023	Subgrant Award Number	FY Balance October 1, 2023	Subgrant Award Number
Little Rock	\$259,657	\$55,997	05-P23-DLW-81	\$203,660	05-F24-DLW-81
Central	\$315,031	\$67,938	05-P23-DLW-90	\$247,093	05-F24-DLW-90
North Central	\$219,043	\$47,238	05-P23-DLW-20	\$171,805	05-F24-DLW-20
Northeast	\$232,012	\$50,035	05-P23-DLW-30	\$181,977	05-F24-DLW-30
Northwest	\$413,856	\$89,250	05-P23-DLW-10	\$324,606	05-F24-DLW-10
Southeast	\$329,984	\$71,162	05-P23-DLW-40	\$258,822	05-F24-DLW-40
Southwest	\$219,071	\$47,244	05-P23-DLW-95	\$171,827	05-F24-DLW-95
West Central	\$218,080	\$47,031	05-P23-DLW-71	\$171,049	05-F24-DLW-71
Western	\$238,125	\$51,353	05-P23-DLW-60	\$186,772	05-F24-DLW-60
Eastern	\$308,671	\$66,567	05-P23-DLW-31	\$242,104	05-F24-DLW-31
	\$2,753,530	\$593,815		\$2,159,715	



Hugh McDonald
SECRETARY OF
COMMERCE

Charisse Childers,
Ph.D.
DIRECTOR

**DIVISION OF WORKFORCE SERVICES
ISSUANCE NUMBER PY 23-03**

August 1, 2023

FROM: Charisse Childers, Ph.D., Director

TO: Local Workforce Development Area Administrators/Service Providers

SUBJECT: National Dislocated Worker Grant (DWG) Application Guidance

- 1. Purpose:** The purpose of this program guidance is to provide an implementation framework for the National Dislocated Worker Grant (DWG) program, including policies, priorities, and requirements. The Employment and Training Administration (ETA) accepts DWG applications in two categories: Disaster Recovery and Employment Recovery.

Local Workforce Development Areas (LWDA) are responsible for monitoring for national disaster occurrences within their counties. Once the President of the United States has declared a National Disaster Proclamation for their county, the LWDA should reference the FEMA website at [FEMA.gov](https://www.fema.gov) for a declaration number. The National Disaster Declaration number is required in order to apply for a National Disaster Grant. An emergency application should be submitted to ADWS within ten (10) days from the date of the declaration. A full application must be submitted to ADWS within 45 days from the date of the disaster declaration.

Applicants should reference TEGL 16-21 National Dislocated Worker Grant (DWG) and become familiar with all requirements. All required forms are available on [Grants.gov](https://www.grants.gov) and that link is provided as an attachment to this issuance.

ETA may develop additional categories or conduct limited competitions to meet particular needs or events, as program funding allows. Where appropriate, ETA will issue an announcement for such competitions and may issue separate guidance.

DWGs are supplemental, time-limited funding assistance provided in response to major economic dislocations or other events that cause significant impact on states and local areas that exceed the capacity of existing formula funds and other relevant resources. DWGs enable states and communities to respond to and recover from large, unexpected events. As such, ETA expects that projects funded with DWG resources be aligned with existing state

and local strategic priorities, and where possible focus on returning dislocated workers and other eligible individuals to sustainable, quality, family-supporting employment.

2. **General Information:** DWGs are discretionary grants awarded by the Secretary of Labor under Section 170 of WIOA to provide employment-related services for dislocated workers. Disaster Recovery DWGs provide funding to create temporary employment opportunities to assist with clean-up and recovery efforts when an area impacted by an emergency or major disaster is declared eligible for public assistance by the Federal Emergency Management Agency (FEMA), or is declared, or otherwise recognized, as an emergency or disaster of national significance by a Federal agency with authority or jurisdiction over Federal response to the disaster or emergency. Employment Recovery DWGs temporarily expand capacity to serve dislocated workers and to meet the increased demand for employment and training services following a qualifying event. Qualifying events include major economic dislocations, such as plant closures, mass layoffs, or higher-than-average demand for employment and training activities for dislocated members of the Armed Forces and their spouses.

A. Disaster Recovery DWGs

Description

Disaster Recovery DWGs provide temporary disaster-relief employment, as well as employment and training activities, as appropriate, to minimize the employment and economic impact of declared disasters and emergency situations, in disaster-declared areas as defined in 20 CFR 687.110(b).

Disaster Recovery DWGs are valuable resources that help communities address and recover from the impacts of an emergency or disaster, and the State Workforce Agency or DWG grant recipient plays an important role in not only connecting the DWG to larger disaster relief efforts but also bringing a workforce development perspective to disaster response. For instance, the State Workforce Agency or DWG grant recipient can raise awareness of workforce preparation needs common across recurring disasters, provide perspective on the range of talent that can fill needed disaster relief positions, and can train workers in the skills necessary to respond to the current disaster and future disasters. All grant recipients should maximize their resources by making meaningful connections with other one-stop partners and organizations to ensure a streamlined and efficient delivery of services for the participant.

It is important that Disaster Recovery DWGs should begin operating and providing benefits to participants as quickly as possible after receipt of a grant award. ETA encourages entities eligible to apply for Disaster Recovery DWGs to establish relationships with potential subrecipients as soon as after an award; agreements may even be established prior to grant awards to help ensure grant operations begin in a timely manner.

B. Qualifying Events

The following events are eligible for Disaster Recovery DWGs:

1. Emergencies and major disasters, as defined under Section 102 of the Stafford Act (42 U.S.C. 5122), declared by FEMA as eligible for Public Assistance.
2. Emergencies or disaster situations of national significance, natural or man-made, that could result in a potentially large loss of employment, as declared or otherwise recognized and issued in writing by the chief official of a Federal agency with jurisdiction over the Federal response to the disaster or emergency.

Note: Not every Federal declaration of a disaster qualifies an applicant for Disaster Recovery DWG assistance. Applicants must demonstrate that a potentially large loss of employment could result from the disaster or emergency. ETA defines this as the potential loss of at least 50 jobs within the disaster area covered by the relevant declaration within the jurisdiction of the applicant. The application for Disaster Recovery DWG funds must include a rationale justifying the projected level of job loss.

Where the circumstances or scope of a particular Federally declared disaster, such as nationwide public health emergencies including the opioid epidemic or the COVID-19 pandemic, or other unforeseen events require it, ETA may issue additional guidance. Such guidance may include application instructions, allowable activities, policy interpretations, or other information specific to the declared disaster event.

WIOA does not allow declarations by a governor to qualify an applicant for Disaster Recovery DWG assistance.

3. Relocation of a substantial number of individuals from a state, tribal area, or outlying area affected by a disaster or emergency to other states, tribal areas, or outlying areas outside the disaster or emergency area.

ETA will determine whether a relocation is "substantial" based on the information provided in the DWG application, which includes the number of individuals relocating.

C. Eligible Participants

The following are eligible to enroll in allowable activities and receive services provided through a Disaster Recovery DWG, per 20 CFR 687.170(b):

1. Individuals temporarily or permanently laid off as a consequence of the emergency or disaster.
2. Long-term unemployed individuals, as defined by the grant recipient; or
3. Self-employed individuals who became unemployed or significantly underemployed as a result of the disaster or emergency.

Dislocated workers as defined in WIOA Section 3(15), including displaced homemakers as defined in WIOA Section 3(16); see TEGL 19-16 for more specific information on the flexibilities that WIOA provides to Governors with regard to establishing procedures for interpreting and applying the definition of dislocated worker to individuals.

For the purposes of eligibility for the Workforce Innovation and Opportunity Act (WIOA) Title I-D Disaster Recovery Dislocated Worker Grants (DWGs), as described in WIOA § 170(d)(2)(B), 20 CFR 687.170(b)(ii), and TEGL 2-15, the following definition applies: Long-term unemployed individuals: Individuals, who at the time of eligibility determination, have been *[Arkansas Issuance 18-19]*:

- Unemployed for at least 13 weeks, in aggregate, during the past 26 weeks, or
- Not in the labor force for at least 13 weeks, in aggregate, during the past 26 weeks.

Note that there is no previous work history requirement for this definition.

Grant recipients are responsible for developing written policies and procedures for determining participant eligibility, such as long-term unemployed and significantly underemployed. These policies should include a protocol to enable verification of participant eligibility in alignment with WIOA, in particular for situations when disaster events may impact the availability of common forms of documentation and require the use of self-attestation as an eligibility determinant. Grant recipients must demonstrate that they have made a reasonable effort to collect, during the disaster and after the disaster, the additional documentation necessary to ensure that each participant is eligible under 20 CFR 687.170(b). Grant recipients who subaward monies to other entities must ensure that these entities adhere to these same provisions.

D. Application Requirements: Disaster Recovery DWGs

There are two types of applications that may be submitted for Disaster Recovery DWGs: emergency or full applications.

1 . Emergency Application. Applicants may request Disaster Recovery DWGs through an abbreviated emergency application to facilitate timely delivery of DWG assistance in response to a disaster event. Unless the grant officer permits an extension, emergency applications must be submitted to ETA within 15 business days of the declaration of a qualifying disaster by FEMA or other Federal agency having jurisdiction over the disaster. Applicants must submit the following when submitting a request for a Disaster Recovery DWG through an emergency application:

- A copy of the relevant declaration of a qualifying event.
- A completed form SF-424.
- An abbreviated project summary that includes a brief description of the impacts of the declared emergency or disaster, including the initial number of expected participants, and the urgent needs that may be addressed; and
- Where applicable, a description of any disaster-relief employment positions that the applicant intends to begin following approval of an emergency application and prior to the full award.

For more information regarding these requirements, including additional emergency application instructions, sample forms and other resources, please see Section 6 of TEGL 16-21 and <https://www.dol.gov/agencies/eta/grants/apply>.

ETA Department of Labor- WorkforceGPS Webinar Recordings for DWG grants training can be found at the following links: <https://vimeo.com/838827081> <https://vimeo.com/839847964> ETA encourages grant recipients awarded Disaster Recovery DWG funding under an emergency application to begin grant operations as quickly as possible to support economic and employment-related recovery in the disaster area(s). Activities such as participant outreach, implementing subrecipient or project operator agreements, identifying potential worksite employers, and enrolling participants in employment and training activities may begin immediately upon approval of an emergency application.

In addition, applicants may request, as part of the emergency application, approval for disaster-relief employment positions that address the impacts of the declared disaster and begin cleanup or humanitarian assistance disaster-relief employment as soon as an emergency award is approved.

In some cases, applicants may be able to begin some activities prior to the approval of the emergency application. Applicants may request a start date that aligns with the date of the qualifying declaration rather than the date of award; see Grant Start Date for more information on what information must be provided in such cases.

Grant recipients should work to ensure that other activities begin immediately after award so the grant can begin to provide full services as soon as possible after the full application is approved.

Within 60 business days following the award of Disaster Recovery DWG funds requested via an emergency application, the grant recipient must modify the grant to provide a full and complete application. Grant recipients who anticipate challenges with meeting the 60-day requirement should notify ETA for technical assistance or to request an extension. Where applicable, applicants may decide to submit a full application containing a complete budget and plan in lieu of an emergency application. However, ETA recommends applicants consider the urgency of the need for funds to address the emergency or disaster situation when determining whether to submit a full application, which will be more time consuming to prepare and review.

2. Full Application. The full application must be completed in accordance with TEGL 16-21 and <https://www.dol.gov/agencies/eta/grants/apply>. The full application includes: 1) a current SF-424; 2) Statement of Work inclusive of a completed Community Needs Assessment; 3) budget (SF-424A) and budget narrative including median wages anticipated for disaster-relief employment (see Participant Wages section above), the proposed disaster-relief jobs to be

created that were not previously approved as part of an emergency application; and 4) a draft or preliminary Project Implementation Plan.

Note: Full applications that are submitted following an initial emergency award must also address any special conditions included in their grant agreement.

3. **Action Required:** Please provide this information to appropriate staff.
4. **Inquiries:** Eddie Thomas, ADWS EA Assistant Director, at eddie.thomas@arkansas.gov
5. **Attachments:**
 - TEGL 16-21, with changes and attachments.
 - Grants.gov list of all required forms.
6. **Expiration Date:** Ongoing.



Hugh McDonald
SECRETARY OF COMMERCE

Charisse Childers, Ph.D.
DIRECTOR
DIVISION OF WORKFORCE SERVICES

**DIVISION OF WORKFORCE SERVICES
ISSUANCE NUMBER PY 23-04**

August 31, 2023

FROM: Charisse Childers, Ph.D., Director

TO: Local Workforce Development Board Members, Area Administrators, and Service Providers

SUBJECT: Required Local ITA Policy and Procedures

I. **Purpose:** To provide local workforce development boards (LWDBs) guidance concerning the requirements for Local Individual Training Accounts (ITA) Policy and Procedures.

II. **References:**

WIOA §§ 122(h) & 134(c)(3)(G)
20 CFR 679.560(b)(18)
20 CFR 680, Subpart C
20 CFR 680.230 & 680.750
TEGLs 19-16, 21-16, 3-18, & 8-19
ADWS Issuance PY19-09

III. **Background:** Except in specific circumstances listed in WIOA § 122(h), WIOA § 134(c)(3)(G)(ii), 20 CFR 680.320, TEGL 19-16, and TEGL 8-19, Occupational Skills Training is provided for a WIOA title I Adult, Dislocated Worker, or Out-of-School Youth through an individual training account (ITA) that is used to purchase training from an Eligible Training Provider [WIOA § 134(c)(3)(G)(i); TEGL 19-16; TEGL 3-18; TEGL 8-19]. (ITAs cannot be provided to In-School-Youth unless the youth also qualifies for and is co-enrolled as an Adult [20 CFR 681.550; TEGL 21-16]).

An ITA is an agreement established by a WIOA title I service provider with a training provider to pay certain required costs on behalf of a participant. It may be written for any allowable type of program of study that is on the state eligible training provider list (ETPL) and has been approved by the local workforce development board (LWDB). Any payments to be made **directly to the training provider** must be listed on the ITA, whether the payments are for direct training costs or supportive services (such as books, supplies, and fees).

Payments from ITAs may be made in a variety of ways, including the electronic transfer of funds through financial institutions, vouchers, or other appropriate methods. Payments may also be made incrementally, such as through payments of a portion of the cost at different points in the program of study [20 CFR 680.300].

IV. Policy:

- A. Every local area must have a written ITA policy and procedures that outlines the local area's policy and procedures for awarding ITAs to eligible adults, dislocated workers, and out-of-school youth. The entire document may be called an ITA Policy, although the policy portion will specify what is to be done and the procedures portion will detail the process for carrying out the policy.
- B. The policy and procedures must be consistent with WIOA Federal and State laws, regulations, guidance, issuances, and policies.
- C. The procedures must contain internal controls that must be followed to ensure fiscal responsibility in the issuance of the ITAs.
- D. The policy must outline the participant agreement concerning the program of study. Obligations of the participant, the case manager, and the WIOA program provider must be detailed. The policy must specify that the agreement will be signed by the case manager, the participant, and the individual authorized to write the ITA. The policy must also specify that a copy of the agreement will be given to the participant, a copy will be given to the training provider, and a copy will be kept in the participant file.
- E. The policy must be consistent with the information in the local plan concerning how training services will be provided, the limits to be imposed, if any, and any other ITA information in the local plan [20 CFR 680.310]. Each policy must include:
 - 1. The procedures for issuing an ITA, including who is authorized to issue an ITA
 - a) The procedure must include the requirement to mark "ITA issued" in the "Educational Grants" section in the Enrollment Details of AJL to create the record that an ITA was issued.
 - b) The procedure must explain that if no WIOA title I-B payments are to be made directly to the training provider, then an ITA is not needed.
 - 2. The maximum amount of funding of an ITA for a participant [20 CFR 680.310]
 - a) The maximum amount of funding is the limit on the total dollar amount that may be spent through ITAs for each participant. The total of all individual ITAs for a participant may not exceed this amount.
 - b) In addition, a local board may determine the funding limit for each individual ITA, if they so choose. ADWS encourages local boards to establish funding limits as a manner to provide equitable services to all WIOA participants and to promote providing services through the use of braided funding.
 - c) The policy must state the limit in the total amount of ITA funding per participant and/or the limit on the amount of each ITA, if there is such a limit.
 - d) If there is no maximum amount of funding for an ITA (either individual or total), the policy must specify that there is no funding limit.
 - e) If there are exceptions to these limits, the circumstances of exceptions must be detailed in the policy.
 - f) The policy must state that an individual may select training that costs more than the maximum amount available for ITAs under the local policy when other sources of funds are available. (e.g., Pell Grants, scholarships, etc.).
 - 3. Maximum duration of an ITA [20 CFR 680.310]
 - a) The maximum duration is the limit on the time for which an individual ITA may be

written. (i.e., the number of semesters or years for college courses or the number of weeks or months for other training). Individual ITAs must be written for no more than this amount of time.

- b) The policy must state the maximum time for which an individual ITA may be written if there is such a limit.
 - c) If there is no maximum allowed duration for an ITA, the policy must specify that there is no duration limit.
 - d) Because the purpose of the training is to obtain employment, ADWS encourages local areas to set a maximum duration of training for which an individual ITA may be written.
4. Limits on the number of ITAs a person may receive
- a) Describe the conditions under which a person may receive multiple ITAs over a period of time, if participants may receive multiple ITAs. If no such limit exists or if a person may receive only one ITA, the policy must state that information.
 - b) Describe the conditions under which a person may receive more than one ITA for the same program of study or the same course. If a person may receive only one ITA per program of study or per course in the program of study, the policy must include that information.
5. Limits in the amounts or duration of ITAs based on the type of credential [20 CFR 680.310(b)(1)]
- a) The policy must include the limits on the amount of funding or duration of an ITA based on the type of credential (i.e., bachelor's degree, associate's degree, technical certificate, occupational license, etc.), if there is such a limit.
 - b) If there is no such limit, the policy must specify that there are no funding and/or duration limits based on the type of credential.
 - c) Because the purpose of the training is to obtain employment, ADWS encourages local areas to set a maximum duration of training by type of credential.
6. Limits on the amounts or duration of ITAs (individual or total) specified by program of study
- a) The policy must include limits on amounts or duration of individual ITAs or the limits on the amounts or duration of the total of the ITAs for a participant based on the program of study (i.e., welding, plumbing, nursing, teaching, etc.), if such limits exist.
 - b) If there is no such limit, the policy must state that there are no funding and/or duration limits based on the program of study.
 - c) Because the purpose of the training is to obtain employment, ADWS encourages local areas to set a maximum duration of training by program or program type.
7. Limit on the number of times an individual may modify an ITA and any conditions under which a person may modify the ITA
- a) The policy must include the limit on the number of times an individual may modify an ITA and any conditions under which a person may modify the ITA if participants are allowed to modify the ITA.
 - b) If participants are not allowed to modify an ITA, the policy must specify that a participant is not allowed to modify an ITA.
8. How exceptions to the above limits will be determined if the local area allows exceptions [20 CFR 680.310(c)].
- a) Specify any exemptions allowed for the above limitations, when these exemptions may apply, and the process for determining if these exemptions will

be allowed.

- b) Include the conditions under which a participant may be able to extend an ITA (or surpass the allowed number of ITAs) if the course of study is not completed in the expected time frame.
 - c) If there are no exceptions to the limits described in the policy, the policy must explain that there are no exceptions to the limits detailed in the policy and procedures.
- F. The policy must describe how informed customer choice in the selection of training programs will be ensured, in accordance with the local plan [20 CFR 679.560(b)(18)].
- G. The policy must describe how ITAs will be used to support placing participants into registered apprenticeship programs, if ITAs will be used this way. If ITAs will not be used to support registered apprenticeship programs, the policy must specify how the occupational skills portion of registered apprenticeships will be supported [20 CFR 680.330 & 750].
- H. The policy must specify that all payments to the training provider will be paid through the ITA when an ITA is determined to be appropriate for the training to be provided.
- I. The policy must include information regarding coordination of funding with other entities as appropriate. WIOA funds must **supplement** other sources of training grants. WIOA Title 1-B training funds must always be the **final**, not the first, resort for funding training.
- J. The policy must describe any arrangements made with training providers concerning repayment of funds when the ITA is written before Pell Grant eligibility is established, as described in 20 CFR 680.230. Such agreements must be maintained for inspection by monitors.
- K. The policy must specify that the following information will be provided to interested individuals:
- i. The Eligible Training Provider list of appropriate providers for the training desired, along with performance information concerning these providers, and
 - ii. Information concerning the limits in general, for specific credentials, and for specific programs, if any.
- V. **Action Required:** Please provide this policy to appropriate staff.
- VI. **Inquires:** Email WIOATA@arkansas.gov
- VII. **Expiration Date:** Continuing



ARKANSAS DIVISION OF
WORKFORCE
SERVICES

2023

UNEMPLOYMENT INSURANCE

EMPLOYER NEWSLETTER



WHAT'S INSIDE

- REPORT ONLINE - TAX21
- NEW-HIRE REGISTRY
- LEGISLATIVE UPDATES
- 2024 TAX RATES
- BUSINESS SERVICES
- MOBILE WORKFORCE CENTERS
- CONTACT

TAX21

SAVE TIME. REPORT ONLINE.

<https://www.workforce.arkansas.gov/Tax21>



Tax21 is an online portal where employers can easily manage requests, reports, and responses related to unemployment insurance. Save time - report online!

REQUEST

- A login ID for online services
- A new ADWS employer account number
- To receive & respond to ADWS employer forms online
- UI documents be sent to a different address than tax documents

REPORT

- Unemployment insurance fraud
- A refusal of an offer of work
- A failure to submit to or pass a pre-employment drug screen
- A failure to appear for a scheduled job interview
- File & pay Employer's Quarterly Contribution & Wage Report
- Report newly hired staff to the New-Hire Registry - **NEW!**

RESPOND

- To UI 901A Overpayment Wage Response System
- To UI Benefit Notice Response System & Shared Work Program

NEW-HIRE REGISTRY MOVED TO TAX21!

The New-Hire Registry has moved to Tax21!

- First step towards creating a single employer portal and comprehensive application
- Reduces redundancy and ultimately lead to a more streamlined reporting process
- Allows ADWS to more quickly locate potential claimants who may no longer be eligible for benefits to protect the integrity of the UI trust fund



SCAN TO OPEN TAX21

In 2022, employers reported 943,075 new hires in Arkansas.

Reporting newly hired staff is required. Learn more on the next page!

NEW-HIRE REGISTRY

WHO TO REPORT

Employers and labor organizations doing business in Arkansas must report the following employees who reside or work in Arkansas and to whom the employer anticipates paying earnings:

NEW EMPLOYEES:

Employees should be reported even if they work only one day and are terminated prior to the employer reporting the new hire.

REHIRED OR RECALLED EMPLOYEES:

Employees who return to work after any type of separation sixty (60) consecutive days after the initial separation. This includes any employee who remains on the payroll during a break in service or gap in pay and then returns to work.

TEMPORARY EMPLOYEES:

Employees who report for any assignment. Once reported, they do not need to be reported each time they get a new client or assignment. They do need to be reported as a re-hire if there was a break in service or gap in pay.

WHEN & HOW TO REPORT

All employers must submit their New-Hire reports:

- Within twenty (20) days after the employee is hired or rehired or returns to work.
- Employers who submit reports electronically can submit the reports in two (2) monthly transmissions.

Electronic reporting:

We strongly suggest reporting electronically. You can report using our website or transmit a data file created by your company's human resources or payroll software. Call if you need assistance with electronic reporting. **It's quick and easy!**

- Eliminates paperwork and allows faster processing
- Increases the accuracy of the reports
- Saves you time and money!

WHY REPORTING IS IMPORTANT

Employers are a key partner in ensuring financial stability for many children and families and should take pride in their role.

New-Hire reporting:

- Speeds up the child support income withholding order process
- Expedites collection of child support from parents who change jobs frequently
- Quickly locates alleged fathers/non-custodial parents to help in establishing paternity and child support orders
- Helps children receive the support they deserve

LEGISLATIVE UPDATES

2023

Act 106 (HB 1197)

Failure To Appear for Job Interviews

- **§11-10-515**
 - Creates a benefit disqualification for failing without good cause and without notice to attend two scheduled job interviews with the same employer. To satisfy the disqualification, a claimant will be required to have thirty (30) days of covered employment. Effective date January 1, 2024.

Act 196 (HB 1430)

Taxable Wage Base, Max UI Benefit Duration, New Employer Tax, Administrative Assessments, Deficit Rated Employer Tax

- **§11-10-215**
 - Sets the taxable wage base at \$7,000 when the UI Trust Fund is in excess of \$600,000,000 as of June 30 of the most recently completed state fiscal year and limits increases to the taxable wage base to \$2,000 each year. Effective January 1, 2024.
- **§11-10-504**
 - Reduces the maximum weekly UI benefit duration from sixteen to twelve weeks. Effective for initial claims filed on or after January 1, 2024.
- **§11-10-704**
 - Reduces the new employer tax rate from 2.9% of the taxable wage base to 1.9%. Effective January 1, 2024.
- **§11-10-705**
 - Recharacterizes the stabilization tax as an administrative assessment set at 0.125% of the taxable wage base for the period of July 1, 2023 through June 30, 2024 and at 0.1% of the taxable wage base thereafter. Provides that for each fiscal year, 60% of the administrative assessment collections (limited to \$6,000,000) shall be deposited into the DWS Unemployment Insurance Administration Fund for personal services and operating expenses.
 - Requires portions of the administrative assessment collected through June 30, 2024 to be set aside for modernizing UI information technology systems and hardware.
 - Allows up to \$2,500,000 per fiscal year to be deposited into the DWS Training Trust fund should collections be sufficient (after funding administration and modernization) and for any other remaining administrative assessment collections for the fiscal year to be deposited into the Unemployment Compensation Fund.
 - Eliminates the 12% and 14% tax rates for deficit rated employers. Effective January 1, 2024.

Act 197 (HB 1433)***Emergency Rules, Protection of Fraud Investigations, Appeals of Board of Review Decisions, Waiver of non-fraud Overpayments***

- Authorizes the Director of DWS to establish emergency rules subject to the approval of the Executive Subcommittee of the Legislative Council.
- Protects the methods used by DWS to detect and investigate fraud by designating the methods as confidential.
- Limits an appeal of a decision made by the Board of Review to a party that suffered a pecuniary loss as a result of the decision.
- Clarifies the appeal period of a decision made by the Board of Review when the last day of the appeal period falls on a Saturday, Sunday, or legal holiday by extending the period to the next business day.
- Eliminates the requirement that a non-fraud overpayment be the direct result of an error by DWS in order to waive the overpayment and reestablishes that non-fraud overpayments may be waived if the overpayment was not the fault of the claimant and that it would violate equity and good conscience to recover it.
- All sections effective date March 6, 2023.

Act 587 (HB 1575)***Work Search Requirements***

- **§11-10-507** Provides that, unless excused from work search, a claimant shall be ineligible for UI benefits for any week during which five (5) work search contacts are not made. Effective date January 1, 2024.
- Requires DWS to audit at least one hundred (100) work search reports each week. Effective date January 1, 2024.

Act 854 (HB 1840)***Fraud Penalty***

- **§11-10-519** Provides that UI fraud overpayments of \$1,000 or more require a disqualification period of ten (10) years. Effective date October 1, 2023.

2024 TAX RATES**TAXABLE WAGE BASE**

\$7,000 per employee

EXPERIENCED EMPLOYER RATE RANGE

0.225% - 10.125%

ADMINISTRATIVE ASSESSMENT

Reduced to 0.125% for fiscal year 2024 and 0.1% for fiscal year 2025

NEW EMPLOYER RATE

1.9% plus administrative assessment of 0.125% for total rate of 2.025%

BUSINESS SERVICES

- LOCAL BUSINESS SERVICES COORDINATORS
- FREE ONLINE JOB POSTING
- CANDIDATE SCREENING & REFERRALS
- CAREER READINESS CERTIFICATES
- PRE-EMPLOYMENT ASSESSMENTS
- JOB FAIRS & CUSTOMIZED HIRING EVENTS
- LAYOFF AVERSION & RAPID RESPONSE
- MOBILE ARKANSAS WORKFORCE CENTERS
- WORK OPPORTUNITY TAX CREDIT
- LABOR MARKET INFORMATION

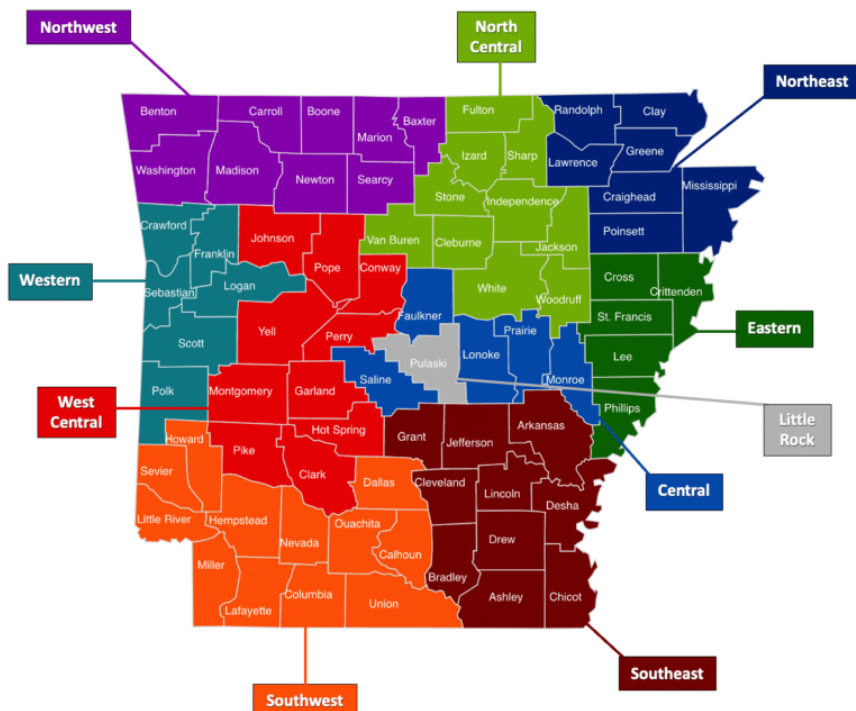


SCAN THE QR CODE TO
LEARN MORE ABOUT
FREE SERVICES
AVAILABLE TO
ARKANSAS EMPLOYERS!

LOCAL BUSINESS SERVICES COORDINATORS

10 WORKFORCE DEVELOPMENT AREAS

Arkansas has 10 Local Workforce Development Areas and each one has a business services coordinator on hand to assist you.



Eastern AR- Tracy Hinton
870-261-6434
tracy.l.hinton@arkansas.gov

Little Rock AR- Rani Cooksey
501- 682-8038
rani.cooksey@arkansas.gov

Central AR- Vivian Brittenum
501-676-2721
vivian.brittenum@capdd.org

North Central AR- Taylor Smith
870-793-5233
taylor@wrpdd.org

Northeast AR- Mike Willyerd
870-239-6533
mwillyerd@neaworks.com

Northwest AR- Tania Overton
252-312-3040
toverton@nwaedd.org

Southeast AR- Candice Taylor
870-536-1971
candice.taylor@southeastarkansas.org

Southwest AR- Annette Hughey
870-234-4030
annette.hughey@arkansas.gov

West Central AR- Cora Easterday
501-525-7577 ext. 1013
ceasterday@wcapdd.org

Western AR- Ashlie Ross
479-785-2651
aross@wapdd.org

MOBILE WORKFORCE CENTERS



ADWS has nine Mobile Workforce Centers, each equipped with full internet connectivity, computers, printers, copiers, & helpful staff. All the Mobile Workforce Centers include a computer with access to Jobs Application with Speech (JAWS) software, and most mobile units are accessible to individuals with disabilities.

REQUEST AN ADWS MOBILE WORKFORCE CENTER TO...

- SUPPORT JOB FAIRS AND EVENTS
- PROVIDE A SPACE FOR INTERVIEWS OR ASSESSMENTS
- INCREASE COMMUNITY ACCESS TO SERVICES
- ASSIST DISLOCATED WORKERS IN THE EVENT OF A LAYOFF OR CLOSURE



MOBILE UNIT SCHEDULE



Scan the QR code to find out when a Mobile Workforce Center will be in your area!

YOU CAN REQUEST A MOBILE WORKFORCE CENTER ONLINE AT WWW.DWS.ARKANSAS.GOV.

CONTACT INFORMATION & MORE

UI EMPLOYER ACCOUNTS: 501-682-3798
(REGISTRATION ASSISTANCE AND ACCOUNT MAINTENANCE)

TECHNICAL & WAGE SERVICES: 501-682-3100
(QUARTERLY WAGE UPDATES, ONLINE REPORTING ASSISTANCE)

TAX 21
WWW.WORKFORCE.ARKANSAS.GOV/TAX21

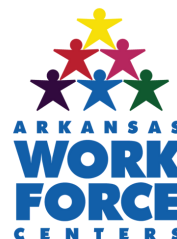
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WWW.ARJOBLINK.ARKANSAS.GOV

LABOR MARKET INFORMATION
WWW.DISCOVER.ARKANSAS.GOV

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