TO: All ADWS Employees
    Participating Arkansas Jobs Driven National Emergency Grant (JD-NEG)
    Local Workforce Development Boards/Service Providers

SUBJECT: Job Driven National Emergency Grant (JD-NEG) Assessment Policy

I. Purpose: The purpose of the Arkansas Jobs-Driven National Emergency Grant (JD-NEG) policy on pre-
employment assessment that every Job Driven National Emergency Grant (JD NEG) participant who receives
JD NEG Program funded services receives assessment prior to entering training.

II. General Information: Since its initial award, JD-NEG has expanded training opportunities to meet employer
driven need that has resulted in employment. (Reference: Job Training Programs on page 4 of the Grant
Proposal). Employers face a shortage of skilled workers and demand quick entry into training and
employment in order to meet their business needs. To ensure that the JD-NEG individuals are not passed
over due to a lengthy intake process, JD-NEG has adjusted its assessment criteria to reflect the current labor
market. To meet the needs of employers, every JD-NEG participant will undergo at least one method of
pre-training assessment. Pre-training assessments include but are not limited to:

- Career Readiness Certificate
- Transferable Occupation Relationship Quotient
- Test of Basic Adult Education
- Employer pre-employment processes
- Registered Apprenticeship pre-employment processes
- Other online based assessment tools
- Standardized Testing recognized by Community Colleges
- Completion of an Individualized Education Plan

III. Action Required: Please communicate this information to the appropriate staff and partnerships involved in
the Job Driven National Emergency Grant (JD-NEG).

IV. Inquiries: Please direct any inquiries concerning this Issuance to ADWS Discretionary Grants Program
Coordinator Lisa Ferrell at 501-371-1024 or lisa.ferrell@arkansas.gov.

V. Resources:
VI. **Expiration Date**: September 30, 2017 (grant end date)