

	POLICY P02: ELIGIBLE TRAINING PROVIDER LIST
	APPROVED: 10/28/2016 – NOW REVISED: 7/28/2017
	<input type="checkbox"/> NEW <input checked="" type="checkbox"/> REVISED

PURPOSE

This policy and accompanying procedures govern the operation of the Eligible Training Provider List (ETPL) in the Northwest Workforce Area. They address the activities of the State of Oregon, Oregon Northwest Workforce Investment Board doing business as Northwest Oregon Works (NOW), and those training providers who wish to offer services to individuals whose training is funded by the Workforce Innovation and Opportunity Act (WIOA) within the Northwest Workforce Area.

BACKGROUND

The Workforce Innovation and Opportunity Act, at Section 122, WIOA, requires the Governor, through the designated state agency, Office of Community College and Workforce Development of the Higher Education Coordinating Commission to establish criteria, information requirements and procedures regarding the eligibility of providers of training services to receive funds provided under section 133(b), WIOA, for the provision of training services in local areas in the State.

POLICY

The ETPL is a means for ensuring informed customer choice for individuals eligible for training. In administering the eligible training provider process, the State and Local Boards must work to ensure that qualified providers, offering a wide variety of job-driven training programs, are available.

WIOA-funded training through NOW may only be provided by a training provider approved to train and that is on the Eligible Training Provider List (ETPL) for the State of Oregon.

A “program of training services” is defined as:

- A certificate (industry recognized credentials), an associate degree, baccalaureate degree, or

- The skills or competencies needed for a specific job or jobs, an occupation, occupational group, or generally, for many types of jobs or occupations, as and determined prior to training.

Eligible providers of training services programs are entities that are eligible to receive WIOA title I-B funds for adult and dislocated worker participants who enroll in training services programs through “Individual Training Accounts” (“ITA”). ITAs may also be used for WIOA Title I Youth funds to provide training to older, out-of-school youth, ages 18 to 24. These training services could be delivered in person, on-line, or in a blended approach. To be eligible to receive training funds under Section 133(b), WIOA, the Eligible Training Provider (ETP) shall be:

- Post-secondary education institutions - An institution of higher education that provides a program that leads to a recognized postsecondary credential, or;
- Apprenticeship programs - An entity that carries out programs registered under the Act of August 16, 1937 (commonly known as National Apprenticeship Act (NAA) (50 Stat. 664, chapter 663; 29 U.S.C. 50 et seq.), or;
- Other public/private providers - Other public or private providers of training services programs, which may include joint labor management organizations, pre-apprenticeship programs and occupational/technical training, or;
- Adult education and literacy activities - Providers of adult education and literacy activities under WIOA Title II if such activities are provided in combination with occupational skills training.

Exceptions

Under WIOA section 134(c)(3)(G), limited exceptions allow local areas to provide training through a contract for services rather than Individual Training Accounts (ITAs) in order to maintain consumer choice. These exceptions include:

- On-the-Job Training (OJT).
- Customized training.
- Incumbent worker training.
- Transitional employment.
- Instances where NOW determines there are insufficient numbers of eligible providers of training services in the local area.
- Where NOW determines an exception is necessary to meet the needs of individuals with barriers to employment (including assisting individuals with disabilities or adults in need of adult education and literacy services).
- Where NOW determines that it would be most appropriate to award a contract to an institution of higher education or other eligible provider to facilitate the training of multiple individuals in in-demand industry sectors or occupations (where the contract does not limit customer choice).

Denial of Listing and Delisting of Programs/Providers

- **Reasons for Initial Denial**
 - If the application from a provider is not complete or not submitted within required timeframes.
 - If the applicant fails to meet the minimum criteria for initial listing specified in this procedure.
 - If the applicant intentionally supplied inaccurate information.
 - If the provider has substantially violated any WIOA requirement(s).

- **Reasons for Delisting**
 - The private postsecondary provider has not complied with the CCWD/NOW Annual Performance Reporting requirement.
 - The school has lost its license issued by the Private Career Schools Licensing Unit in the Higher Education Coordinating Commission's Office of Private Postsecondary Education.
 - The provider has not achieved the minimum performance criteria for subsequent eligibility for the program(s) listed on the ETPL.