

DATE: April 25, 2022 **WIOAB 10-21**
TO: All WIOA Providers
FROM: Summer MacDonald, Program Manager *Summer MacDonald*
SUBJECT: COVID National Dislocated Worker Grant (NDWG) CLOSEOUT PROCESS

The COVID National Dislocated Worker Grant (NDWG) will close on June 30, 2022. The Workforce Administrative Services Division has developed the following processes for the NDWG provider working with participants enrolled under this grant.

Transfer and Exit Procedures

Participants currently in the NDWG must be made aware of the option to continue receiving WIOA services under the Dislocated Worker or the Adult programs if their ISS/ S&T plans warrant additional services. If no additional services are requested, participants should be exited from the program. See below for more details.

Transfers -NDWG participants who will continue to receive WIOA services after June 30, 2022, must have completed all NDWG services and be enrolled in the Adult or Dislocated Worker program no later than the close of business on June 30, 2022. In *IdahoWorks*, only the participant's NDWG services status should be marked as *Exited, Funding Source Change*.

Since these NDWG participants will move to the Dislocated Worker or Adult program, additional eligibility paperwork may be required. NDWG staff should reach out to WIOA Dislocated Worker or Adult providers to inform them of this coming transition, so the handoff from one program to the other is seamless and will not affect the delivery of services to the participant. The new career planner will need to work with the participant to develop an individual service strategy to support the transition after the NDWG WEX has been completed due to funding source change.

Exits, Not continuing WIOA services - NDWG participants NOT transitioning to the Adult or Dislocated Worker programs must have all services marked as "Completed" in *IdahoWorks* with an end date no later than June 30, 2022. Completing the services will allow career planners to enter exit and outcome data into *IdahoWorks*.

Outstanding NDWG participant vouchers will be paid if the payment end date is on or before June 30, 2022 and submitted to Accounting within 60 days. The accounting staff will close the NDWG at the close of business on June 30, 2022. IDOL staff may not time-charge to the NDWG after June 30, 2022.

675 690 (COVID NDWG) – Closed for participant and staffing charges 6/30/2022

If you have any questions regarding this process, please contact the WIOA/TAA mailbox