

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION WIOA - DWG
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ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO.

TO: STATE WORKFORCE AGENCIES
STATE WORKFORCE ADMINISTRATORS
STATE WORKFORCE LIAISONS
STATE AND LOCAL WORKFORCE BOARD CHAIRS AND DIRECTORS
LABOR COMMISSIONERS
AMERICAN JOB CENTERS
WIOA SECTION 166(c) INDIAN AND NATIVE AMERICAN PROGRAM
GRANTEES
RAPID RESPONSE COORDINATORS
TRADE ADJUSTMENT ASSISTANCE LEADS

FROM: BRENT PARTON 
Acting Assistant Secretary

SUBJECT: Updated National Dislocated Worker Grant Program Guidance

1. **Purpose.** To inform the state and local workforce development system of the policies and priorities that govern the award and use of National Dislocated Worker Grant (DWG) funds, pursuant to the Workforce Innovation and Opportunity Act (WIOA), Title I, Section 170.
2. **Action Requested.** Please share with all staff who administer DWGs. States should review their DWG policies and application procedures to comply with this TEGL.
3. **Summary and Background.**
 - a. Summary – This TEGL clarifies DWG program policies including the types of DWGs, grant funding approach, period of performance and period of expenditure, cost limitations, administrative policies, application requirements, performance targets and reporting, and post-award policies. This guidance rescinds and replaces TEGL 12-19, *National Dislocated Worker Grant Program Guidance*, dated March 18, 2020, and its Change 1, dated November 2, 2020.
 - b. Background – DWGs are discretionary grants awarded by the Secretary of Labor under Section 170 of WIOA to provide employment-related services for dislocated workers. The Department funds two types of DWGs: Disaster Recovery and Employment Recovery. 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

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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.

4. **DWG Program Guidance Revisions.** See Attachment I, National Dislocated Worker Grant Program Guidance for all DWG program guidance. This guidance rescinds and replaces TEGL 12-19, *National Dislocated Worker Grant Program Guidance*, dated March 18, 2020, and its Change 1, dated November 2, 2020. Grantees should thoroughly read this guidance, and for reference, updates to this guidance include but are not limited to:

- Emphasizing importance of quickly beginning services to support post-disaster employment and economic recovery, in Disaster Recovery DWGs, and noting the role of DWGs in disaster relief workforce development;
- Clarifying the definition of long-term unemployed individuals for purposes of Disaster Recovery DWGs is developed by the applicant;
- Clarifying self-attestation as acceptable use of eligibility determination, and expectation for subsequent efforts at obtaining appropriate documentation;
- Providing additional information on allowable clean-up and recovery activities under disaster-relief employment;
- Clarifying supportive services for disaster-relief employment, in addition to its use for employment and training activities;
- Defining Project Operator, sub-recipient, disaster-relief employer, and clarifying definitions for worksite selection, health and safety standards, and requirements for unemployment insurance coverage;
- Establishing a requirement that certain disaster-relief employment pay wages of at least \$15 per hour to grant participants;
- Specifying when disaster-relief employment can begin before full application approval;
- Requiring a community needs assessment, in order to ease approval of disaster-relief employment types;
- Clarifying qualifying events for Employment Recovery DWGs;
- Clarifying eligible applicants for Employment Recovery DWGs;
- Specifying factors considered in awards; Noting DWGs for serving dislocated service members as a qualifying event for type of Economic Recovery DWG rather than a separate program;
- Explaining how ETA makes determinations for funding, additional increments, and additional funding (formerly known as “supplemental funding”);
- Clarifying grant start dates, which in certain cases may be prior to the date of grant award, allowing recipients to more quickly allocate existing resources to address a dislocation event, and removed prohibition on pre-award costs;
- Removed references to cost-per participant, noting that proposed costs should be reasonable based on the justification provided by the applicant; and
- Explaining participant enrollment targets and importance of fulfilling such targets.

5. **Inquiries.** Direct questions regarding this guidance to the appropriate ETA regional office.

6. **References.**

- Workforce Innovation and Opportunity Act (WIOA) (Pub. L. 113-128) (July 22, 2014);
- Trade Act of 1974, as amended. (19 USC 12 § 2271 - 2331 and § 2391 - 2397a) (June 29, 2015);
- Employment and Training Administration, Workforce Innovation and Opportunity Act; Final Rule (WIOA DOL Final Rule) published at 81 FR 56071 (August 19, 2016), specifically 20 C.F.R. parts 680 and 687;
- TEGL 14-18, *Aligning Performance Accountability Reporting, Definitions, and Policies across Workforce Employment and Training Programs Administered by the U.S. Department of Labor (DOL)*, dated March 25, 2018;
- TEGL 8-18, *Workforce Innovation and Opportunity Act (WIOA) Title I and Wagner-Peyser Act Waiver Requirements and Request Process*, dated December 19, 2018;
- TEGL 19-16, *Guidance on Services Provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act (WIOA) and the Wagner-Peyser Act Employment Service (ES), as amended by title III of WIOA, and for Implementation of the WIOA Final Rules*, dated March 1, 2017;
- TEGL 17-16, *Infrastructure Funding of the One-Stop System*, dated January 18, 2017;
- TEGL 16-16, *One-Stop Operations Guidance for the American Job Center Network*, dated January 18, 2017, and its Change 1;
- TEGL 28-10, *Federal Financial Management and Reporting Definitions*, dated May 27, 2011;
- TEGL 10-09, *Implementing Priority of Service for Veterans and Eligible Spouses in All Qualified Job Training Programs Funded in Whole or in Part by the U.S. Department of Labor (DOL)*, dated November 10, 2009; and
- Information Collection Forms and Participant Individual Record Layouts: Workforce Innovation and Opportunity Act (WIOA) Common Performance Reporting - ETA 9169 9170 (OMB Control No. 1205-0526) and DOL-only Performance Accountability, Information, and Reporting System - 9172, 9173 (OMB Control No. 1205-0521) and ETA Form 9130 (OMB).

7. **Attachment.** National Dislocated Worker Grants Program Guidance

National Dislocated Worker Grant Program Guidance

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Section 1: Introduction

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.

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 dislocation 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.

While DWGs do not fund early intervention or layoff aversion activities, ETA recognizes the value of these activities as a critical component of successful workforce transition efforts and encourages applicants to leverage state and local resources for these purposes. Typically carried out by state or local Rapid Response teams, early intervention activities have shown to be important in helping workers affected by dislocations to return to new employment as quickly as possible.

To maximize the effectiveness of early intervention strategies for dislocated workers, and to deliver services while a DWG application is pending, states are encouraged to use the flexibility contained in the Workforce Innovation and Opportunity Act (WIOA) to provide comprehensive Rapid Response services, when funds are available. DWGs are part of a continuum of services addressing the workforce and economic impacts of substantial job loss that aligns strategic workforce development planning with economic development priorities. Where possible, states and local workforce areas should focus on preventing or minimizing the impacts of dislocations through layoff aversion efforts under the Rapid Response program prior to requesting supplemental funds through a DWG. More information on Rapid Response and allowable layoff aversion activities may be found in Training and Employment Guidance Letter (TEGL) 19-16, *Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act (WIOA) and the Wagner-Peyser Act Employment Service (ES), as amended by title III of WIOA, and for Implementation of the WIOA Final Rules*.

When funds are available, states should consider providing additional assistance through Rapid Response, per 20 CFR 682.350, to local areas impacted by significant layoffs to allow the local area(s) to start delivery of individualized reemployment assistance as soon as dislocated workers become eligible for WIOA services.

For Employment Recovery DWGs in particular, early intervention activities are important in gathering demographic information and identifying the needs and interests of affected workers. Therefore, DWG applications should reflect the results of the early intervention processes and strategies. Applications should be informed by any assessments of demographic information, current labor market information, business demands, and needs among intended participants. This information provides a rationale for enrollment estimates and how proposed grant activities will meet the needs of the participants.

Section 2: Types of DWGs

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 practicable after an award; agreements may even be established prior to grant awards to help ensure grant operations begin in a timely manner.

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.

Eligible Applicants

Eligible applicants for Disaster Recovery DWGs are the state, outlying area, or Indian tribal governments as defined by the Stafford Act, 42 U.S.C. 5122(6).

Grant recipients may subaward funds to local boards or other entities such as public and private agencies and organizations that were previously engaged in such projects. Any subaward to a responsible entity without prior experience or successful performance in such projects may be subject to a risk evaluation or risk assessment to ensure that the entity has the internal controls and systems in place to effectively manage the grant funds in accordance with 2 CFR part 200. Subrecipients are to adhere to the same terms and conditions applicable to the DWG grant recipient. Project operators are subrecipients of a DWG grant.

ETA expects states to allocate funds to affected areas and service providers quickly in order to ensure funds can fulfill the purposes of these grants.

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. 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;
3. Long-term unemployed individuals, as defined by the grant recipient;¹ or
4. Self-employed individuals who became unemployed or significantly underemployed as a result of the disaster or emergency.

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.

Note: Enrollment in allowable activities is not restricted to individuals impacted by the qualifying event. Enrollment is only limited to participants meeting the eligibility criteria above. For example, grant

¹ This definition of long-term unemployed individual is unique to the DWG program. Unlike other parts of WIOA, the DWG program does not require any specific determination of number of weeks unemployed or other factors. to qualify as “long-term unemployed”. ETA recommends that states and other entities eligible to apply for Disaster Recovery DWGs develop a definition for long-term unemployed individuals in the manner that best meets their local needs and maximizes access to services with a reasonable interpretation of the term “long-term unemployed.”

recipients who receive a DWG in response to an influx of a substantial number of individuals relocating away from a disaster area may enroll any eligible participant residing in the project service area, including but not limited to eligible individuals who have relocated, as appropriate.

Allowable Grant Activities

Disaster Relief Employment. Disaster Recovery DWGs provide funding for the creation of disaster-relief employment, which is temporary employment of eligible individuals for the purposes described in WIOA Section 170(b)(1)(B) and (d), as well as 20 CFR 687.180(b) and (c).² Applicants must demonstrate that disaster-relief employment created under a Disaster Recovery DWG aligns with the following categories:

1. Cleanup and recovery efforts including demolition, cleaning, repair, renovation and reconstruction of damaged and destroyed structures, facilities and lands located within the disaster area and in offshore areas related to the emergency or disaster; or
2. Employment related to the delivery of appropriate humanitarian assistance in the aftermath of the disaster or emergency; more information on humanitarian assistance is provided below.

Cleanup and Recovery Efforts. Cleanup and recovery efforts include a broad set of possible activities that focus on demolition, cleaning, repair, renovation and reconstruction. Such activities may address damaged facilities, lands, or offshore areas, as appropriate, within the declared disaster area. Other cleanup activities may be developed in response to specific disaster events. For public health emergencies or other events declared by Federal agencies other than FEMA, cleanup and recovery activities may be difficult to identify as there may not be physical damage from the declared event. Sanitizing public spaces, grocery stores, small businesses or other areas or facilities to help prevent the spread of COVID-19 would be an example of cleanup activities in a public health emergency.

Cleanup activities must be designed to address, mitigate, or otherwise limit the damage, or the health and safety impacts, of the current disaster and not be solely designed to prevent future disasters. Repairs and reconstruction must be of facilities, lands, or offshore areas damaged as a consequence of a declared disaster event. WIOA prohibits the use of these funds for new construction or other activities aimed at preventing future disasters. For example, for a Disaster Recovery DWG awarded following a tornado, DWG funds can cover repair of a damaged storm shelter, but cannot cover the construction of new shelters.

Humanitarian Assistance. Humanitarian assistance generally includes actions designed to save lives, alleviate suffering, and maintain human dignity in the aftermath of disasters. This assistance includes activities such as the provision of food, clothing, and shelter. The humanitarian assistance provided by disaster-relief workers must address the needs resulting from the disaster situation named in the DWG application and the Federal declaration. For example, in a public health emergency such as COVID-19, humanitarian assistance positions that supported activities such as contact tracing, vaccination distribution, or delivering food and other supplies to homebound residents were critical humanitarian assistance activities that addressed the health and safety impacts of the COVID-19 pandemic.

² Disaster Recovery DWG participants shall be provided benefits and working conditions at the same level and to the same extent as other employees working a similar length of time and doing the same type of work (WIOA Section 181(b)(5)).

WIOA limits the use of DWG funds to providing disaster relief positions that deliver humanitarian assistance. Applicants are prohibited from using DWG funds to purchase the material goods to be delivered to individuals impacted by the disaster. For example, in a public health emergency such as COVID-19, DWG funds can cover the positions that deliver food and supplies to homebound residents, but cannot be used to purchase the food and supplies to be delivered.

Due to the variable nature of disasters declared across Federal agencies, ETA will consider humanitarian assistance activities on a case-by-case basis; therefore, applicants will be expected to demonstrate that any proposed humanitarian assistance employment meets the following criteria:

- 1) The proposed employment project addresses a specific humanitarian assistance need created by the declared disaster, including identifying how the disaster created the need; and
- 2) The proposed employment helps mitigate the impacts caused by the declared disaster by addressing the humanitarian need.

Allowable humanitarian assistance employment is often challenging to connect to the specific disaster; therefore, to support applicants and grant recipients, ETA regularly provides technical assistance and often publishes information specific to events surrounding a specific disaster event when new situations are likely to arise. As with all costs charged to a Federal grant, any assistance must meet the standards of reasonableness, allowability and allocability. For example, in response to the COVID-19 pandemic, ETA published a page of Frequently Asked Questions (<https://www.dol.gov/agencies/eta/coronavirus>).

The provision of general humanitarian assistance that solely focuses on prevention and planning of future disaster events is not an allowable activity under a Disaster Recovery DWG. ETA will allow activities that provide prevention and planning for future events only if these activities are incidental to responding to the humanitarian assistance needs created by the disaster. For example, where the disaster event is the contamination of the local water supply, an allowable humanitarian assistance activity could be installation of water filters to ensure access to clean water. These filters could protect the affected population from future contaminations, but a grant recipient may use DWG funds to cover their installation because this disaster-relief employment activity addresses a humanitarian assistance need caused by the current disaster event—lack of access to clean water.

Disaster Recovery DWG projects must include disaster-relief employment in response to the federally-declared disaster event. Exceptions to this requirement are described below. ETA encourages applicants to propose enrolling participants in both disaster-relief employment and employment and training activities, and to provide supportive services for both components as applicable. Individual enrollment in temporary disaster-relief employment is limited to 12 months (or 2,080 hours, whichever is longer) unless the grant recipient requests an extension of up to an additional 12 months per individual through a grant modification, and the Secretary of Labor grants such an extension.

While all Disaster Recovery DWG projects must include disaster-relief employment, not all participants in a Disaster Recovery DWG project are required to participate in disaster-relief employment. Grant recipients may provide employment and training activities to participants not in disaster-relief employment. Grant recipients may enroll Disaster Recovery DWG participants in:

- Disaster-relief employment only;
- Employment and training activities only; or
- Both disaster-relief employment and employment and training activities.

These activities may occur concurrently, or one may occur prior to the other. Grant recipients must assess and determine the specific needs of each individual participant and enroll them in disaster-relief employment, employment and training activities, or both, in a manner that is most likely to result in successful outcomes. As a general goal, employment and training activities should be designed to allow participants to obtain unsubsidized, sustainable, and quality employment following the conclusion of grant-supported activities. In alignment with both 20 CFR 687.180 and the Uniform Guidance, grant recipients must develop and follow policies to effectively carry out disaster-relief employment activities.

Exceptions to Requirement to Provide Disaster-Relief Employment. ETA, at its discretion, may choose to approve grants that offer only employment and training activities for the following situations:

1. For Disaster Recovery DWGs awarded in response to non-Stafford Act disaster or emergency declarations, where the circumstances and nature of the disaster do not allow for cleanup or humanitarian temporary employment opportunities authorized by WIOA; or
2. For Disaster Recovery DWGs that are awarded due to an influx of individuals relocated from a disaster area, where the grant recipient is not responding to the declared disaster, because it is in another geographic area. In these circumstances, the DWG may provide employment and training activities as the primary activity, as participants are outside of the disaster area. However, these grants may also offer participants disaster-relief employment where appropriate, such as working in designated shelters to provide humanitarian assistance to relocating individuals impacted by the disaster.

Employment and Training Activities. DWG projects may provide employment and training activities to eligible participants following a qualifying disaster or emergency, per WIOA Section 170(d)(1)(C). As noted above, DWG funds may provide employment and training activities regardless of an individual's participation in disaster relief employment.

In alignment with both 20 CFR 687.180 and the Uniform Guidance, grant recipients must develop and follow policies to effectively carry out employment and training activities.

Supportive Services. Supportive Services provide participants of WIOA activities with resources or payments, beyond career and training services, necessary to achieve success. Supportive services, such as assistance with transportation or childcare, allow participants to remain and to achieve success in services in which a participant is enrolled. For more information on supportive services, see TEGL 19-16.

Supportive services are allowable under Disaster Recovery DWGs when needed to enable individuals to participate in disaster-relief employment and employment and training activities. There are two ways that supportive services may be utilized for Disaster Recovery DWGs:

- Supportive services provided to participants in disaster-relief employment must be designed to enable the participant to safely and effectively carry out the job for which they have been hired;
- or

Grant Officer may elect to not provide the applicant a grant award or impose conditions on the award.

All applications deemed to be complete and responsive by the Grant Officer will go through a risk review process. Before making an award, ETA will review information available through any OMB-designated repository of government-wide eligibility qualification or Federal integrity information, such as the Federal Awardee Performance and Integrity System (FAPIIS), Dun and Bradstreet, and “Do Not Pay.” Additionally, ETA will comply with the requirements of 2 CFR Part 180 (Government-wide Debarment and Suspension Non-Procurement). This risk evaluation may incorporate results of the evaluation of the applicant’s eligibility (application screening) or the quality of its application (technical review). If ETA determines that an entity is responsible and an award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award. Risk-related criteria evaluated include:

1. Financial stability;
2. Quality of management systems and ability to meet the management standards prescribed in the Uniform Grant Guidance;
3. History of performance as evident in the applicant’s record in managing awards, cooperative agreements, or procurement awards; if it is a prior recipient of such Federal awards, including timeliness of compliance with applicable reporting requirements, conformance to terms and conditions; and if available, the extent to which any previously awarded amounts will be expended prior to future awards;
4. Reports and findings from audits performed under Subpart F – Audit Requirements of the Uniform Grant Guidance (2 CFR Sections 200.500 – 200.521) or the reports and findings of any other available audits, as well as audits and monitoring reports containing findings and issues of non-compliance or questioned costs; and
5. The applicant’s ability to effectively implement statutory, regulatory, or other requirements imposed on recipients.

Selection of an organization as a recipient does not constitute approval of the grant application as submitted. Before the actual grant is awarded, ETA may enter into negotiations about such items as program components, staffing and funding levels, and administrative systems in place to support grant implementation, as well as impose additional requirements on the grant-supported activities the applicant proposed. If the negotiations do not result in a mutually acceptable submission, the Grant Officer reserves the right to terminate the negotiations and decline to fund the application. ETA reserves the right to not fund any application related to this TEGL.

For-Profit Applicants – For-profit or commercial entities that are submitting an application must adhere to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) at 2 CFR 200 and 2 CFR 2900. Please see 2 CFR 2900.2. This requirement extends to subrecipients that are for-profit or commercial entities.

Award Procedures

Within 45 business days of the receipt of an application meeting submission requirements, ETA will make a decision to approve or disapprove the request. Awards are based on the availability of Federal funding and are made at ETA’s discretion. ETA will issue a notice of award for successful applications no later than 10 days following the Secretary’s approval of the grant award.

Section 7: Performance Targets and Reporting

Performance Goals

Performance Measures. For grant recipients that are states or outlying areas, the negotiated performance measures for the title I WIOA Dislocated Worker program serve as a basis for each DWG's performance goals. These performance measures are Employment Rate the second and fourth quarter after exit, Median Earnings the second quarter after exit, Credential Attainment, Measurable Skill Gains, and Effectiveness Serving Employers. ETA negotiates with states to determine acceptable performance measures for the title I Dislocated Worker program. These measures will be used for DWGs unless applicants request additional considerations to setting performance measures for an individual grant. Grant recipients that are local WDBs should use the performance measures negotiated with the state for the title I Dislocated Worker program. Grant recipients that are entities described in WIOA Section 166(c) Indian and Native American Program should use the measures established for that program as a basis for DWG performance targets. Goals approved in the DWG application serve as final performance measures for all grant recipients.

Participant Enrollments. An important element in demonstrating performance success for DWG projects is participant enrollment. Grant funding is based in large measure on the total number of participants an applicant proposes to enroll, and assessing grant performance requires a consistent expectation for planned participant numbers.

As a result, ETA generally will not entertain requests to decrease planned participant goals after approval of a full application without substantial justification. ETA encourages grant recipients to make all reasonable efforts to achieve or exceed planned participant levels; grant recipients who can demonstrate that they have made substantial efforts to meet enrollment goals will not face penalties on the current grant or future grant applications for failure to meet these goals. In addition, planned participant numbers for Disaster Recovery DWGs are inclusive of disaster-relief employment and employment and training activities; therefore, grant recipients are only expected to meet the total number of planned participants, not the sub-total for each category separately. When receiving incremental funding, grant recipients should establish target goals, based upon the increment received, that will lead to the total approved participant enrollment should full funding be received.

Reporting

DWG grant recipients must submit Quarterly Performance and Quarterly Narrative Reports in accordance with TEGL 14-18, *Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the U.S. Department of Labor (DOL)*, Attachment 6.

Further resources and information on DWG performance are available on the DWG performance web page (<https://www.dol.gov/agencies/eta/dislocated-workers/performance>). DWG recipients must submit financial reports using the ETA-9130 (G) Financial Report, including training expenditures under Section 11c. Guidance and instructions are available at the following link: <https://www.dol.gov/agencies/eta/grants/management/reporting>.

Section 8: Post-Award Policies

Project Implementation Plan

Unless otherwise specified by the regional office, each grant recipient must develop a Project Implementation Plan to reflect the approved project design and funding parameters in the grant award as well as identify project timelines, anticipated outcomes, potential challenges for reaching targets, and other information that will enable ETA to support the grant recipient. The grant recipient must complete the implementation plan within 60 business days of the award of a grant following a full application and transmit it the plan to the Federal Project Officer upon completion.

Grant Modifications

DWG recipients must request and obtain prior written approval for most revisions to a grant project, per the Uniform Guidance at 2 CFR 200.308. In order to request such changes (e.g., statement of work changes, budget realignments, and period of performance extensions), recipients must submit modifications to address the changing circumstances affecting the project's implementation. Recipients must also submit DWG modifications to respond to special conditions of award, or to request incremental or additional funding. For additional information on the DWG modification process, go to the following link: <https://www.dol.gov/agencies/eta/grants/apply>.

Not all changes to grants require modifications. Grant recipients should work with their ETA regional office to determine if grant changes require formal modifications.