

33 The Eligible Training Provider List is composed of eligible training programs. Training provider must
34 meet eligibility standards along with individual programs offered by the provider. A program of training
35 services is defined as one or more courses or classes, or a structured regimen that directly leads to
36 employment in an in-demand occupation. The training must lead to a recognized post-secondary
37 credential, secondary school diploma or its equivalent, or demonstrate a measurable skill gain toward
38 such a credential or employment. These training services may be delivered in person, on-line, or in a
39 blended approach; however, the training provider must provide physical facilities and/or tools to
40 provide a high-quality experience in meeting instructional and skills assessment needs.

41 **Training Service Exceptions to Eligible Training Provider List – WIOA 122(h)**

42 Training services that are not subject to the requirements of the eligible training provider provisions in
43 this policy are:

- 44 • On-the-job training; customized training; incumbent worker training; transitional employment;
45 or
- 46 • The circumstances described at WIOA sec. 134(c)(3)(G)(ii), where the Workforce Development
47 Council determines that:
 - 48 ○ There are insufficient providers, or
 - 49 ○ There is a training services program with demonstrated effectiveness offered in the local
50 area by a community-based organization or other private organization to serve
51 individuals with barriers to employment, or
 - 52 ○ It would be most appropriate to award a contract to an institution of higher education
53 or other eligible provider of training services in order to facilitate the training of multiple
54 individuals in in-demand industry sectors or occupations, and such contract does not
55 limit customer choice.

56
57 **Note:** The Eligible Training Provider List is used only to provide occupational skills training services.
58 Basic skills training, “soft” skills training, or other workforce preparation training services do not train
59 individuals for a particular occupation.

60 Not considered occupational skills training:

- 61 • Workshops or seminars [provided by organizations not registered with the Idaho State Board of](#)
62 [Education that last~~ing no longer than~~ three \(3\) calendar days ~~or less~~ and ~~are~~ offered no more](#)
63 [than four \(4\) times per year](#) are not considered occupational skills training
- 64 • Intensive review courses as instruction for test preparation
- 65 • Continuing education courses for those with existing occupational skills
- 66 • Work preparation certificates such as CPR, OSHA, WorkKeys, or Food Handler Certificates

67
68 As part of a WIOA participant’s individualized employment plan, career planners may pay for these
69 activities as career services separate from or in addition to occupational skills training.

70
71 **Types of Eligibility – WIOA (b)(4), (c)(2)**

72 WIOA provides for *Initial Eligibility* and *Continued Eligibility*. Initial eligibility is for new programs who
73 upon approval receive eligibility for one year. Continued Eligibility is for a biennial review and renewal
74 of programs having completed initial eligibility.

75 Policy criteria ~~will need to be developed~~ are provided below for both initial and continued eligibility
76 ~~criteria~~ as directed in WIOA Section 122. These criteria are described in Appendix B. Until such time as
77 data exists to inform policy development, alternate criteria may be used to determine eligibility. These
78 alternate criteria will be used for both Initial and Continued Eligibility during the WIOA Transition.

79 **Idaho Transition Policy**

80 **Alternate Criteria for WIOA Eligible Training Providers**

81 **Initial ~~and Continued~~ Eligibility**

82 ***Institution Criteria:***

- 83 • Provide a certificate of registration or letter of exemption from the Office of the State Board of
84 Education or other oversight body such as the Bureau of Occupational Licensing authorizing the
85 entity to provide training and collect tuition in the State of Idaho.
- 86 • Provide the required data elements in IdahoWorks as directed by the Idaho Department of
87 Labor.
- 88 • ~~Provide a certificate of registration or letter of exemption from the Office of the State Board of~~
89 ~~Education or other oversight body such as the Bureau of Occupational Licensing.~~
- 90 • ~~Certify compliance with EEO policy.~~
- 91 • ~~Sign letter of intent to begin collecting required information for programs.~~

92 ***Program Criteria:***

- 93 • Program of training leads to a high-growth/high-demand occupation listed in *Appendix A.
94 WIOA participants will be encouraged to select training for an occupation that pays at least \$12
95 per hour ~~provides a list of such high-growth/high-demand occupations based on Idaho labor~~
96 ~~market information.~~

97
98 **Note:** Appendix A is updated annually in July by the Workforce Development Policy Committee
99 of the Idaho Workforce Development Council. WIOA participants will be encouraged to select
100 training for an occupation that pays at least \$12/hour.

- 101
102 • Program of training provides a high-quality experience, including leading to a recognized
103 postsecondary credential or demonstrate a measurable skills gain toward such a credential or
104 employment.

105 Notes: WIOA participants will be encouraged to select training that leads to an industry-
106 recognized postsecondary credential.

107

108 [Postsecondary credentials and measurable skills gains are further defined in Appendix C.](#)

Commented [WS1]: Adding this to the policy now in anticipation that Appendix C will be developed by the time the Council takes action on the updated policy

109
110
111 High quality training experience may be identified by:

- 112 ○ Physical facilities and/or tools appropriate to meet instructional and skills assessment
- 113 needs;
- 114 ○ Reportable skills gain measured by assessments;
- 115 ○ Industry endorsement;
- 116 ○ Not having a high dropout rate and/or high student loan default rate and/or poor job
- 117 placement rate; and
- 118 ○ Preferably has regional or national accreditation.

119
120 ~~[Postsecondary credentials and measurable skills gains are further defined in Appendix C.](#)~~

121 • Exceptions

- 122 ○ [U.S. Department of Labor Registered Apprenticeship \(RA\) Programs - Upon request from](#)
- 123 [the RA program sponsor, programs are automatically placed on the Eligible Training](#)
- 124 [Provider list. RA programs are encouraged to comply with the requirements in this](#)
- 125 [policy, especially providing information for performance reporting; however, they are](#)
- 126 [not required to do so.](#)

- 127 ○ [Public Postsecondary Academic Programs - Academic programs provided by Idaho's](#)
- 128 [public colleges and universities will be approved for initial eligibility under WIOA.](#)
- 129 [These programs will be added to the ETP list upon request of a WIOA career planner](#)
- 130 [from the Idaho Department of Labor and confirmed by the Idaho State Board of](#)
- 131 [Education.](#)

- 132 ○ [Out-of-State Providers – Out-of-state providers must be on their respective state's](#)
- 133 [WIOA eligible training provider list. A reciprocal agreement must be signed with the](#)
- 134 [respective state's ETP administrator or appropriate signatory.](#)

135
136 [Initial eligibility will expire 1 year from date of approval.](#)

137
138 [A training provider may have their eligibility continued by meeting the following:](#)

- 139 ● [Provide evidence that the Institution Criteria described in the Initial Eligibility section above](#)
- 140 [continue to be met.](#)
- 141 ● [Provider has submitted the required performance data in accordance with the deadlines set by](#)
- 142 [the Idaho Department of Labor.](#)
- 143 ● [The occupation\(s\) the provider's training program\(s\) are aligned to continue to be included on](#)
- 144 [the list provided in Appendix A, which is updated annually.](#)

145 [Registered Apprenticeship \(RA\) programs are not subject to Continued Eligibility and will continue to](#)
146 [remain on the Eligible Training Provider list until the sponsor requests to be removed. RA programs are](#)
147 [encouraged to comply with the requirements in this policy, especially providing information for](#)
148 [performance reporting; however, they are not required to do so.](#)

150 Denial or Termination of Eligible Training Provider Status

151 A training provider or program may be denied initial or continued eligibility for the following reasons:

- 152 [1. Required information was not provided correctly or in a timely manner.](#)
- 153 ~~1. The letter of intent request was not completed or information was not provided in a timely~~
154 ~~manner.~~
- 155 3. The training program does not meet the WIOA definition of training services, which is a program
156 of one or more courses or classes or a structured regimen that leads to: a. A recognized post-
157 secondary credential, secondary school or equivalent; b. Employment, or c. A measurable skill
158 gain toward such a credential or employment.
- 159 4. The training program does not provide a high-quality educational experience in meeting
160 instructional and assessment needs. (Could be evidenced by lack of regional or national
161 accreditation, lack of industry endorsement, lack of skills gain measured by assessments, lack of
162 job placement, a high dropout rate and/or high student loan default rate)
- 163 5. The training provider has not maintained required licenses and certifications or is found to be
164 noncompliant with the training provider's assurances or certifications.
- 165 6. The training provider is not in compliance with the WIOA regulations, or any agreement
166 executed under the WIOA.

167
168 ~~Failure of existing providers to submit the requested information will result in removal from the Eligible~~
169 ~~Training Provider List by January 1, 2016.~~

170 Formal Hearing-Appeal

171 Within 14 calendar days after receipt of the Idaho Department of Labor's determination of ineligibility or
172 termination, the training provider may file a written request to receive an appeal by formal hearing. A
173 provider will have the option of presenting their case to a Hearing Officer or the Workforce
174 Development Council. An appeal overseen by a Hearing Officer will be scheduled within 30 calendar
175 days from the receipt of the request for a hearing. An appeal overseen by the Council will be scheduled
176 at the time of the next Workforce Development Council meeting, provided there is at least 14 days
177 before the next meeting. The hearing shall include an opportunity for the applicant to submit written
178 and verbal information to the presiding entity. The presiding entity will issue a decision within 60
179 calendar days from the date the hearing takes place. The decision of the presiding entity shall be

Commented [WS2]: Deleting this section as the transition period is over.

APPENDIX A

181

Idaho Occupations in Demand – 2015

182

Methodology

Commented [WS3]: Need to keep this until the Committee updates the list in July based on current labor market information.

183

184 Idaho Department of Labor’s labor market information unit has developed a comprehensive and
185 exhaustive list that ranks Idaho’s occupations in demand with entry level wages starting at \$10/hour or
186 greater. The methodology used both quantifiable and anecdotal information to comprise the list. The
187 three main components are Hot Jobs data, Real-Time job listings and feedback from employers gleaned
188 from Department business specialists and Department regional economists. The Hot Job’s component
189 includes three major long-term occupational projection’s variables, (1) employment abundance, (2)
190 employment growth and (3) median wages. The list is also augmented with targeted industry cluster
191 flags, entry level wage information and education and training requirements.

192 This list may be found online at:

193 <http://labor.idaho.gov/dnn/wia/CustomServices/EligibleProviderLists.aspx>.

194

Variables Included in Occupations in Demand Analyses:

- 195
- 196 • **#1 Hot Jobs (2014)** – employment abundance and wage levels (Occupational and Employment
197 Statistics – OES) and employment growth (long-term occupational projections).
 - 198 • **#2 Real-Time Job Listing/Vacancy (2015)** indexed to occupational employment data to develop
199 a proxy for demand and vacancies – Help Wanted On-Line (HWOL). The average of the last
200 seven months were calculated to adjust for seasonality.
 - 201 • **#3 Employer Interviews and Subject Matter Expertise (SME)** from the field
 - 202 • **#4 Targeted Industry Cluster** – Technology, Healthcare, Energy and Manufacturing
 - 203 • **#5 and #6 Entry Level Wages** - mean of the lower third of the population
 - 204 • **#7 Typical education needed for entry** – Bureau of Labor Statistics
 - 205 • **#8 Work experience in a related occupation** – Bureau of Labor Statistics
 - 206 • **#9 Typical on-the-job training needed to attain competency in the occupation** – Bureau of
Labor Statistics

APPENDIX B

207

208

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212

**Guidance for
FUTURE WIOA
Eligible Training Provider Criteria
WIOA Section 122**

213 *These are the requirements from the Act and the guidance from USDOL for what the final WIOA Eligible*
214 *Training Provider criteria must be. Future policy will address these criteria.*

215 **Reference:** WIOA Section 122; USDOL ETA Training and Employment Guidance Letter WIOA No. 41-14

216 **Categories of Initial Eligibility Criteria**

217 The Governor must require providers seeking initial eligibility under WIOA title I-B to provide verifiable program
218 specific performance information. The State’s initial eligibility criteria must require applicant providers to, at a
219 minimum:

- 220 • Describe each program of training services to be offered;
- 221 • Provide information addressing a factor related to the indicators of performance, as described in WIOA sec.
222 116(b)(2)(A)(i)(I)-(IV), which include: unsubsidized employment during the second quarter after exit,
223 unsubsidized employment during the fourth quarter after exit, median earnings, and credentials attainment;
- 224 • Provide information concerning whether the provider is in a partnership with business. This could include
225 information about the quality and quantity of employer partnerships;
- 226 • Provide other information the Governor may require in order to demonstrate high quality training services,
227 including a program of training services that leads to a recognized post-secondary credential; and,
- 228 • Provide information that addresses alignment of the training services with in-demand industry sectors and
229 occupations, to the extent possible.

230 **Categories of Continued Eligibility Criteria**

231 In establishing criteria for continued eligibility, the Governor must take into account the following factors:

- 232 • The performance of providers of training services on the performance accountability measures described in
233 WIOA sec. 116(b)(2)(A)(i)(I)-(IV). The Governor may establish minimum performance standards, and the
234 Department encourages Governors to do so. Until the performance data for each accountability measure is
235 available, the Governor may take into account alternate factors related to performance for that accountability
236 measure. In considering alternate factors related to performance the Governor may set minimal performance

APPENDIX B

- 237 criteria, use existing available data, or develop other proxies as appropriate. Once training providers have two
238 years of performance outcomes using the WIOA performance indicators specified in section 116, Governors will
239 be expected to take them into account;
- 240 • Access to training services throughout the State including rural areas and through the use of technology;
- 241 • Information reported to State agencies on Federal and State training programs other than programs within
242 WIOA title I-B, including one-stop partner programs;
- 243 • The degree to which training programs relate to in-demand industry sectors and occupations in the State;
- 244 • State licensure requirements of training providers, and licensing status of providers of training services, if
245 applicable;
- 246 • The provider's ability to offer industry-recognized certificates and/or credentials;
- 247 • The ability of providers to offer programs that lead to post-secondary credentials;
- 248 • The quality of the program of training services including a program that leads to a recognized post-secondary
249 credential;
- 250 • The ability of the providers to provide training services that are physically and programmatically accessible for
251 individuals who are employed and individuals with barriers to employment, including individuals with
252 disabilities;
- 253 • The timeliness and accuracy of the eligible training provider's performance reports; and,
- 254 • Other factors that the Governor determines are appropriate in order to ensure: the accountability of
255 providers; that one-stop centers in the State will meet the needs of local employers and participants; and that
256 participants will be given an informed choice among providers. States are responsible for ensuring the quality
257 and value of eligible training providers for WIOA program participants. Examples of additional factors that the
258 Governor may consider include: the ability of a provider to partner with employers and to provide job
259 placement services; the dropout rate of the training provider, and the student loan default rate of the provider.

APPENDIX C

260	Placeholder for Credential and Skills Gain definitions
261	