

Fresno Regional Workforce Investment Board

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Blake Konczal, Executive Director

OPERATIONAL DIRECTIVE

FRWIB OD # 12-11

Date Released: August 26, 2011

To: All Fresno Regional Workforce Investment Board Providers of Services

From: Blake Konczal, Executive Director

Effective Date: August 26, 2011

Subject: Re-enrollment of Exited Participants

Applicable Program: All WIA Programs

This Operational Directive (OD) references OD 27-09, Waiver Request Process.

With limited Workforce Investment Act (WIA) funds and the high demand for services, the FRWIB wants to ensure access to as many job seekers as possible with a priority to serve job seekers who have not previously had the opportunity to benefit from WIA services.

Providers of Services must obtain a waiver approval from the FRWIB prior to re-enrollment of any exited Adult, Dislocated Worker or Youth Job Seeker who has previously received WIA services from any Workforce Connection or WIA Youth service provider.

A written waiver request must be submitted to the FRWIB for approval prior to the re-enrollment of any exited job seeker seeking additional assistance. The waiver request must include:

1. Justification of the Job Seekers needs to re-enroll in a WIA funded program; explanations may include: skills being outdated, dislocation from employment, additional barriers not addressed in previous enrollment.
2. A description of past services provided to the Job Seeker.
3. A description of the additional services to be provided and the expected benefits to the Job Seeker.
4. Information regarding any past and projected ITA or support services expenditures.

Final approval for re-enrollment will be made by FRWIB staff on a case-by-case basis.

All exited job seekers may receive post exit services during the 12 month follow-up period without the requirement of re-enrollment into the WIA program. Post exit services may include, job search assistance and limited supportive services needed to retain or obtain employment.

If any questions, please contact the FRWIB Program Manager.