

# **Fresno Regional Workforce Development Board**

*A proud member of America's Job Center of California<sup>SM</sup> Network*

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*Blake Konczal, Executive Director*

## **Information Bulletin**

**FRWDB IB # 04-16**

**Date Released: July 7, 2016**

**To: All Fresno Regional Workforce Development Board Providers of Services**

**From: Blake Konczal, Executive Director**

**Effective Date: July 7, 2016**

**Subject: WIOA APPLICATION DATA CHANGES**

**Applicable Program: All**

**Revision History: Initial Release**

It is important to remember that the WIOA application represents a “snapshot” in time, that is, when the applicant is determined eligible. So, with the exception of contact information, no other field is to be changed after date of enrollment. Contact information can be saved by using “Min. Validation” only.

If a status changes, such as selective service, the change must be clearly case noted. Include any supporting documentation in the case file.

If any questions, please contact the FRWIB Program Manager.