

Fresno Regional Workforce Development Board

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Blake Konczal, Executive Director

OPERATIONAL DIRECTIVE

FRWDB OD # 02-22, Revision B

Date Released: July 20, 2022

To: All Fresno Regional Workforce Development Board Providers of Services

From: Blake Konczal, Executive Director

Effective Date: July 20, 2022

Subject: Equity and Special Populations Grant Process

Applicable Program: Equity and Special Populations, WIOA Adult (201)

Revision History: Initial Release - 5/27/22

The FRWDB recently received an "Equity and Special Populations Grant" from the Employment Development Department (EDD). This necessitates this Operational Directive (OD).

This Revision B adds the WIOA Grant Code 201, and process changes.

The purpose of the Equity and Special Populations (ESP) Process OD is to provide guidance to the providers of services to identify, enroll, and provide WIOA services to participants from special populations as required by this new grant.

Providers of services will follow all WIOA processes as outlined in the FRWDB's ODs. The comprehensive list of FRWDB ODs can be accessed on the FRWDB website at [Operational Directives | Workforce Development Board \(frwdb.net\)](https://www.frwdb.net/Operational-Directives-Workforce-Development-Board).

All participant activities must be entered and tracked in CalJOBSsm.

Population(s) to be Served:

The ESP project will provide WIOA services for Fresno County residents in three identified "special populations":

- English-Language Learners (ELL)
- Justice-Involved
- Veterans

Eligibility Criteria:

Meet the WIOA Priority of Services Adult Eligibility as outlined in the Fresno County Title I Eligibility Technical Assistance Guide (TAG) or the Adult Unemployed or Underemployed who are at or below the locally defined FRWDB's self-sufficiency eligibility guidelines as follows:

- At least 18 years of age
- Selective service registration (if applicable)
- Right to Work Documents
- Fresno County Resident
- Identify with one of the (3) special populations required by the ESP grant

Grant Codes to Be Used:

- ESP Special Grant Customer Program Group – 93
 - ESP Grant Code – 1245

CalJOBS Service Codes:

- ESP Grant Code – 1245
 - All service codes with the exception of ITA
- Adult WIOA Grant Code – 201
 - All Individual Training Accounts (ITA)

Process Changes:

The following processes are waived for **Construction** and **Forestry** ITAs:

- School Visits
- Scholarship Process (OD 25-18)

Any questions, please contact the FRWDB Adult Program Coordinator