



Workforce Investment Act (WIA) Program Policy #106

Subject: Funding Transfers

Effective Date: November 12, 2013

Background: The Region 2000 Workforce Investment Board's (WIB) federal funding is received in three program streams: adult, dislocated worker and youth. WIBs are permitted by law to transfer up to a certain percentage of funds between the adult and dislocated worker program streams. (Youth funds cannot be transferred). Virginia currently has a waiver from the U.S. Department of Labor that allows local workforce areas the ability to transfer up to 50% of available balances in either stream.

Policy Statement: The Region 2000 Workforce Investment Board (WIB) recognizes that fluctuations in service levels in the WIA adult and dislocated worker program may occur at any time within a program funding year depending upon local economic conditions, types of customers seeking assistance and other related factors. As such, the purpose of this policy is to set the parameters by which WIB and fiscal agent staff can make a determination that a transfer of funds between the program streams is necessary; and further, to authorize staff to submit such a request to the state.

Policy Requirements:

Before submitting a funding transfer request of no more than the maximum amount permissible, local staff must determine that:

- 1) Fiscal reports show low balances indicating that the funding stream would otherwise be depleted before the funding availability period expires.
- 2) There are sufficient balances in the source stream to support the request and retain a sufficient amount to support continued service in the stream.
- 3) The transfer is necessary to allow provision of service to the population served by the stream to which funds are being transferred.

WIB staff will provide notice to the WIB membership anytime that a request has been made.