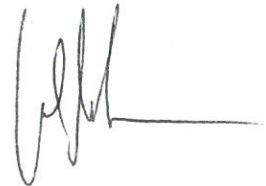


WIOAB 06-18

DATE: November 7, 2018
TO: All WIOA Subrecipients
FROM: Laurel McMahan, Workforce Programs Administration Manager
Administrative Services Division
SUBJECT: PY17 Participant Obligations Follow-up



BACKGROUND: WIOAB 18-17 indicated PY17 Participant Obligation amounts not paid as of 10/15/2018 would be zeroed out by the Administrative Entity by 10/31/18 in an effort to avoid over-inflated budgets when using Report 8 reporting tools.

However, the decision to zero-out/de-obligate PY17 Participant Obligations was put on hold after discussions with Area/Regional Managers and the PIT Crew. The consensus came about after agreeing to a "deep dive" review to determine the issues related to participant budgets and the payment mismatch file.

The completion date for this intensive review is estimated for the end of the current calendar quarter (12/31/18). The goals of this review will:

- Determine solutions for best possible outcomes to reduce the payment mismatch file;
- Reduce time constraints on career planners; and
- Increase accuracy in reporting of payments attributed to participant costs and periods in which they occurred within IdahoWorks.

Given this effort, the original plan to zero-out or de-obligate PY17 participant obligations will not take place. The solutions developed from the deep dive will be reviewed and will incorporate service provider input to assess the next steps in the program.

Action Item – Consistent with WIOAB 18-17, career planners must still ensure the accuracy of their budgets for both PY17 and PY18. This includes "shifting" the appropriate budget amounts from PY17 to PY18 and verifying accuracy in Service type, Amounts, Participant Group and Service start/end dates.

Questions may be directed to Gail Richardson at (208) 332-3570, ext. 4155.