Eligible Training Provider FAQ

**\*Important note: Area 11 is in reference to Franklin County**

Q. Good morning. I know one question I will have for today. We are new to Area 11, and besides our Columbus school location, we have a Dayton location with two students in Dayton funded by Franklin County. Will we need to do performance reporting for the entire Dayton campus? I assume we'll have to report for those two, right?

**A. Because WDBCO has changed the original process if you have two Area 11 WIOA funded clients, we ask that you provide these two individuals’ outcome data to the best of your ability. Training Providers must also submit the program’s outcome data in aggregate.**

Q. What if we are unable to verify employment?

**A. For the ETP Review process, we do not ask for source documentation for employment. We have also changed the ETP application to make employment data on Area 11 WIOA funded applicants optional. Although it is optional, it is highly encouraged to add it as it may be considered part of the review process. Therefore, if you do not have employment data on the individual, we ask that you leave the data field blank it blank. For the aggregate program performance, employment data is not optional, and you must provide aggregate employment data to the best of your ability.**

Q. What about a newly approved program by WIET?

1. **All newly approved programs added to the States WIET list can be considered during the annual review process. However, suppose it is added to the state of Ohio’s WIET list after the annual review process, and you are an Area 11 Approved Training Provider. You may request that the program be added to the Area 11 list if it has not already been evaluated, the Workforce Development Board may review its performance for addition.**

Q. Do we need to provide information for all students on the application, or just students who have used WIOA?

**A. We ask for client-level data for all Area 11 WIOA funded clients and aggregate program performance, encompassing all WIOA and Non-WIOA funded customers.**

Q. how to be in the ETP list

**A. Eligible training Provider requirements can be found on the state of Ohio’s** [**WIET Guide for Training Providers**](https://jfs.ohio.gov/owd/WorkforceProf/Docs/WIETGuideforTrainingProviders.stm) **or WIOA policy letter 16-02.1**

Q. Is ETP the same as WIET list

**A. An eligible training provider is in reference to An entity that meets the criteria and procedures established by the State. The WIET list is An online database of the ODJFS-approved training providers who may receive WIOA Title I funds to provide training services. The state of Ohio’s Eligible Training Provider List is the same as the state of Ohio’s WIET list.**

Q. Will this PowerPoint be shared or on the website?

**A. The ETP Webinar/Info session recording and PowerPoint is posted on** [**WDBCO.org**](https://www.wdbco.org/etp-policy)

Q. So we can leave employment blank if we don't know and can't get a response from the student?

**A. Employment data for Area 11 WIOA funded clients is optional. If a Training Provider does not have to provide employment data on a client, WDBCO asks that the Training Provider leave the data field blank if optional data is unknown. However, employment data is strongly encouraged.**

Q. For proof of credential recognition, I wanted to clarify what that meant. Is the board asking for scanned certifications students have received, or are they asking for us to cite our credentials back to the Ohio department of education industry-recognized credential list?

**A. For Area 11 WIOA funded clients, WDBCO asks for a scanned copy of the student's certification or credential.**

Q. If I have two separate schools but both train the same program, do I put them as two separate programs or all one the same program?

**A. If you have two separate locations, but they are the same program in Franklin County, we ask that you provide the program performance in aggregate for Franklin County.**

Q. Where did the "75% of students/customers receive an industry-recognized credential" metric come from? Is this required to be on the approved Area 11 list?

**A. WDBCO took a few things into account when coming up with these standards, the most significant factor being that Area 11 has specific performance outcome levels that have been negotiated with the state of Ohio. Therefore, the standard WDBCO set in Franklin County has to be at minimum, more than the Area 11 negotiated standard with the State of Ohio. For Area 11 to meet these standards and be competitive in the state and ensure a return on investment of federal funds, Area 11 placed a higher emphasis on performance outcomes.**

Q. If a training provider submits adequate documentation, is there still the chance of not being approved because they are not recognized as an “in-demand occupation in Franklin county,” or will they be put on a probationary period?

**A. Employment rate itself is considered, but in-demand occupations are not a requirement for evaluations. Therefore, it will not be considered as a part of the review.**

Q. To clarify, do we need to submit proof of licensure/credential received for each funded student or ALL students?

**A. Just the Area 11 WIOA funded clients.**

Q. Are you able to post the STATE’S ETP list website again? I think you posted it, but I am not seeing it.

**A. <https://owcms.ohio.gov/wiet/index.xhtml>**

Q. What does the application mean by course catalog? Is that the entire curriculum booklet, or is it just an outline?

**A. The Course catalog is in reference to the relevant information and details about the program. All the information program information submitted to the state of Ohio’s WIET list would suffice. The program information can be found in** **[WIOAPL 16-02.1 Sec. VI(D)(2).](https://emanuals.jfs.ohio.gov/Workforce/WIOA/WIOAPL/WIOAPL-16-02-1.stm) Program information submitted to the State of Ohio’s WIET list includes:**

1. Program name, description, and website;
2. Location(s) that offer the program;
3. Type of degree, certificate, or other attainment earned;
4. Name of associated credential;
5. Classification of instructional programs (CIP) code and title for the program;
6. Occupational Information Network (O\*NET) code for the program;
7. Program length (credit or clock hours);
8. Program prerequisite (e.g., experience, course-work, diploma or degree);
9. Program format (in-person, online, etc.);
10. Indication of whether the credits transfer to another institution;
11. Program duration and term; and
12. Cost of tuition and related fees.

Q. Job seekers will have to wait until our school becomes an Area 11 approved program to get funds?

**A. Beginning July 1, 2022, Area 11 WIOA clients will only be able to receive training funds to go to Area 11 Approved Training Providers and programs. Until July 1, 2022, WIOA clients will be able to use the State of Ohio’s Workforce Inventory of Education and Training (WIET) list to find eligible training programs.**

Q. Okay, to clarify, I only provided the EMIS codes to the State! Is this okay for the course catalog?

**A. The State of Ohio requires that all Training Providers include programmatic information referenced in** [**WIOAPL 16-02.1 Sec. VI(D)(2).**](https://emanuals.jfs.ohio.gov/Workforce/WIOA/WIOAPL/WIOAPL-16-02-1.stm) **Therefore, a Training Provider should also provide that information to WDBCO.**

Q. Do you need actual copies of each certificate a student earns? For example, our combination programs provide multiple certificates per student.

**A. An Embedded Stackable Certificate (ESC) is a minor certification that is a component piece within a more comprehensive training regimen leading to an RPC. For example, earning a Certified Production Technician credential requires completion of safety certification. For participants on track to earn the full Production Technician credential, the embedded safety certification may be funded through an ITA and reported as a measurable skill gain, but the safety certification is not a stand-alone RPC (Recognized post-secondary credential). So if a Training Provider is reporting credential attainment, we ask for the final industry-recognized credential for source documentation of completion.**

Q. There are ten slots for the student's completion, so does the board want us to submit ten proof of certifications attached?

**A. Proof of credential attainment only needs to be provided for Area 11 WIOA funded clients. If a client has completed two different training programs and received two industry-recognized credentials, we ask that proof of the two industry-recognized credentials are submitted as source documentation for the two programs.**

Q. you talked about reimbursement; can you clarify what is that about?

**A. The reimbursement criteria can be found in Area 11 Eligible Training Provider policy found here** ([Policy)](https://www.wdbco.org/_files/ugd/510680_d4cfa2adaf054136abc64a68b67a5220.pdf)

Q. Do you need us to actually submit proof (as in a PDF) of the certifications earned, or do you just need it checked on the excel sheet?

**A. WDBCO asks that training providers submit physical proof of credential attainment. A PDF copy of the industry-recognized credential is allowable.**

Q. Do you still pay for the optional National exam available to the students after receiving their certificate of completion?

**A. Examinations needed for a client to obtain an industry-recognized credential are allowable training costs. Optional exams may also be considered an allowable cost.**

Q. There are ten slots for the student’s completion part of the application. Does this mean the board wants us to submit ten certifications attached for each student?

**A. A Training Provider only needs to provide industry-recognized credential source documentation on Area 11 WIOA funded clients for all the training completed during the two program years requested for the ETP application. For example, if an Area 11 WIOA funded client completed COMPTIA A+ and a CompTIA Network +, both credentials would need to be uploaded with the ETP Application as they are used to validate each respective programs performance.**

Q. The issue is that if you only provide 50% up front, our school would have to front 50% of the exam cost to the NHA.

**A. The 50% reimbursement of the training cost only applies to the actual cost of the training. Training-related expenses for the client will be paid for directly by WDBCO and Franklin County OhioMeansJobs. Therefore, examinations could be paid directly by WDBCO and would not be a cost acquired by the Training Provider.**

Q. Our medical assistant program has four certificates upon completion. Did you need all four or just the final Medical Assistant certificate?

**A. Training Provider would only need to provide source documentation for the completion and acquisition of an industry-recognized credential. If a training program has stackable certificates or embedded stackable certifications, that source documentation would not be required. WDBCO only asks for the final industry-recognized credential received as part of the completion of the training program.**

Q. For reimbursement structure, the last 50%, only one of the three criteria has to be achieved, correct? Not all 3?

**A. Only one milestone or outcome has to be achieved to receive the other 50% of the training cost. Upon completing one outcome, OhioMeansJobs will reimburse the training provider the remaining 50% of the cost of training.**

Q. For the payout milestones for the second payment, do we need to meet all milestones or just one to receive?

**A. One milestone/outcome has to be achieved to receive the second payment.**