



## CLASSROOM TRAINING

**Policy Number: 211, Revision 2**

**Effective Date: July 1, 2019**

**Date Last Revised: July 1, 2022**

### I. BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA), Sec. 134(d) and Sec. 129(c)(2) allows for the provision of Classroom Training for Adult, Dislocated Workers, and Youth participants.

The regulations encourage the use of Classroom Training as part of the training services available to Adults, Dislocated Workers and Youth. Contractors have the discretion to determine what specific training will be provided to a participant based on each participant's comprehensive (Adult and Dislocated Worker) and Objective Assessment (Youth), and such needs as documented in the Individual Participant Plan (IPP).

### II. GENERAL POLICY:

Classroom Training services are provided in accordance with local policies and procedures in order to maximize informed consumer choice. Classroom Training is an opportunity to access the tools for developing the skills necessary for achieving the employment goals discussed during their career planning. Classroom Training services include, but are not limited to, such services as: Adult Basic Education, Occupational Skills Training, English Language Learners, Integrated Basic Education and Skills Training (I-BEST), and Pre-apprenticeship.

The length of time in Classroom Training may vary by the training program requirements, but inside or outside local area or state, and be specific to the needs of the participant.

### III. NEEDS RELATED PAYMENTS:

WIOA participants are eligible to receive Needs Related Payments (NRP) for Classroom Training participation. Eligibility for NRP must be determined on a case-by-case basis per Administrative Bulletin 218 Needs Related Payments. Time and attendance records and evaluations must be maintained for each classroom training activity.

### IV. CLASSROOM TRAINING AGREEMENT:

The Attachment 1 Classroom Training Agreement is to be used for the appropriate Classroom Training assignment. The agreement format may be revised provided the content is not altered and has been approved by the South Central Workforce (SCW).

Attachment 1: Classroom Training Agreement

### REFERENCES:

All Contractors will be monitored for compliance with the MIS procedures for timeliness, accuracy and completeness of all forms and documents.

- 20 CFR § 680.350
- 20 CFR § 681.460
- TEGL 21-16, Change 1 – WIOA Youth Program Guidance
- WorkSource System Policy 1020, Revision 1 – Data Integrity and Performance Policy and Handbook.